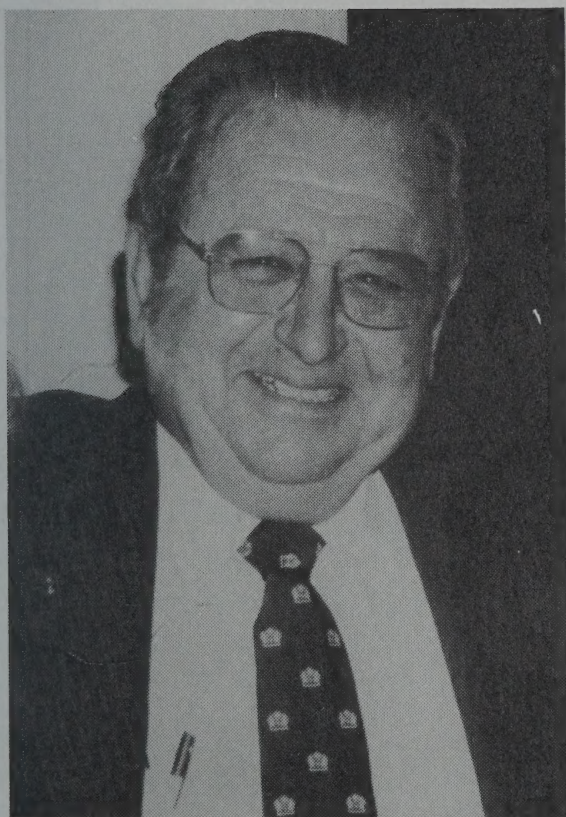


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**1993 ANNUAL REPORT**  
**of the Commissioners, Treasurer,**  
**Other County Officers**  
**and the Strafford County Delegation**

**STRAFFORD COUNTY**  
**New Hampshire**



***Strafford County Commissioner Roland R. Roberge***  
***June 19, 1927 to August 7, 1994***

For the Year Ending  
December 31, 1993



**1993 ANNUAL REPORT**

***of the Commissioners, Treasurer,  
Other County Officers  
and the Strafford County Delegation***

**STRAFFORD COUNTY  
New Hampshire**

***For the Year Ending  
December 31, 1993***

***This Annual Report is Dedicated In***

***Loving Memory of***

**COMMISSIONER ROLAND R. ROBERGE**

***Who Perished In A Fire August 7, 1994***



**DEDICATION**

Just prior to the of printing the 1993 Annual Report (printed in 1994), Commissioner Roland R. Roberge died in a tragic fire. On behalf of Strafford County, Commissioners George Maglaras and Paul Dumont hereby dedicate the 1993 Strafford County Annual Report to the memory of Commissioner Roberge.

***COMMISSIONER ROLAND R. ROBERGE***

The 1993 Annual Report is dedicated to the memory of the Commissioner Roland R. Roberge, who perished in a tragic fire on the night of August 7, 1994, at his camp in Milton, New Hampshire. Each of us who worked with Roland felt the pain of his tragic loss in their own way. We all carried on with our work, even though we were deeply shocked and saddened. We recognized that Roland would want it that way. He felt that no one individual was more important than providing the services we were elected or employed to do.

We all remember the man who was a leader that could balance the needs of the employees with those of the public. Many Strafford County employees can remember the wide variety of "personal touches" that Commissioner Roberge did for them, in his own way. The yearly picnics that Roland and Lorraine sponsored for Riverside Rest Home (RRH) residents at their camp in Milton; his recognition of the volunteers throughout the County; his presence at almost every function held by all the organizations he worked with. Residents collectively remembered the boat rides and cookouts that Roland personally participated in. He accomplished all of this with a great sense of humor, an infectious, jovial laugh and dedication that was second to none.

It is clear to all who knew Roland that he was full of love for his family. His wife, children and grandchildren were prominent in his thoughts and deeds. What was truly remarkable was that Roland was so full of love that he had enough left over to share with all he served with as Mayor, School Board Member, County Commissioner, as well as a wide range of other community services. His trademark was to help make things better for all who knew him and he dedicated countless hours to this task. It is for these reasons

that the City of Rochester, Strafford County, and the State of New Hampshire will be affected by his passing. The Roberge family is not alone in their grief, as the entire community shares this tremendous loss.

Many of Roland's greatest accomplishments were very public and visible. Yet his kindest offerings were made privately to employees in need, families in crisis, the frail, elderly, and the disadvantaged inmate. He was always ready to do more than his share to help anyone in need.

Hubert Humphrey once said that the "moral test of government is how that government treats those who are in the dawn of life, the children; those who are in the twilight of life, the elderly; and those who are in the shadows of life, the sick, the needy and the handicapped." It was Roland's actions in these areas that set examples for all of us to follow.

*-Raymond F. Bower, Administrator*

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**STRAFFORD COUNTY OFFICERS**

**1993 - 1994**

**COMMISSIONERS**

George Maglaras, Chairman\*  
Paul J. Dumont, V. Chairman\*  
Roland R. Roberge, Clerk\*

Dover, N.H.  
Rochester, N.H.  
Rochester, N.H.

**TREASURER**

Charles C. Crocco\*

Dover, N.H.

**EXECUTIVE ASSISTANT**

Raymond F. Bower

Lee, N.H.

**COUNTY ATTORNEY**

Lincoln T. Soldati\*

Somersworth, N.H.

**COUNTY SHERIFF**

Richard Cavanaugh\*

Rochester, N.H.

**REGISTER OF DEEDS**

Leo Lessard\*

Dover, N.H.

**REGISTER OF PROBATE**

Kimberly S. Quint\*

Dover, N.H.

**JUDGE OF PROBATE**

Gary R. Cassavechia

Rochester, N.H.

**CLERK OF SUPERIOR COURT**

Donald Goodnow

Dover, N.H.

**NURSING HOME ADMINISTRATOR**

Raymond F. Bower

Lee, N.H.

**CORRECTIONS ADMINISTRATOR**

Robert LeClair

Farmington, N.H.

**HUMAN SERVICES DIRECTOR**

Cheryl A. Moulton

Berwick, M.E.

**MEDICAL REFEREE**

Melvin Prostkoff, M.D.

Dover, N.H.

**CHAPLAINS**

Ecumenical Services Provided

**COUNTY PHYSICIANS**

Edwin Charle, M.D.  
Patrick Clary, M.D.  
Lawrence Sanders, M.D.  
Judy Santangelo, P.A.

Somersworth, N.H.  
Somersworth, N.H.  
Dover, N.H.  
Somersworth, N.H.

*\*Elected Positions*

STRAFFORD COUNTY DELEGATION

1993 - 1994

George Brown	Rochester, N.H.
Julie Brown	Rochester, N.H.
Frank Callaghan*	Rochester, N.H.
Ronald Chagnon*	Farmington, N.H.
Clyde Douglass	Rochester, N.H.
Patricia Dunlap	Rochester, N.H.
Gary Gilmore	Dover, N.H.
Patricia Hambrick*	Lee, N.H.
Elaine Hashem	Barrington, N.H.
Roland Hemon	Dover, N.H.
Dana Hilliard	Somersworth, N.H.
Sandra Keans	Rochester, N.H.
William K. Kincaid*	Dover, N.H.
William Knowles*	Dover, N.H.
Suzanne Loder	Durham, N.H.
Raymond Lundborn*	Rochester, N.H.
William H. McCann, Jr., Chairman*	Dover, N.H.
Greg McGrath, Clerk*	Rochester, N.H.
Robert McKinley	Milton Mills, N.H.
Amanda Merrill	Durham, N.H.
Deborah Merritt	Durham, N.H.
George T. Musler	Barrington, N.H.
William Nehring	New Durham, N.H.
John O'Brien**	Strafford, N.H.
Donald Pageotte*	Somersworth, N.H.
Arthur Pelletier	Dover, N.H.
Marsha Pelletier	Dover, N.H.
Rose Marie Rogers*	Rochester, N.H.
Clair Snyder	Somersworth, N.H.
Barbara Spear	Farmington, N.H.
Henry Sullivan*	Farmington, N.H.
Ann Torr	Dover, N.H.
Franklin Torr*	Dover, N.H.
Ralph W. Torr	Rochester, N.H.
Francis Vincent*	Somersworth, N.H.
Janet Wall*	Madbury, N.H.
Richard Wasson	Rollinsford, N.H.
Katherine Wells Wheeler*	Durham, N.H.

\*Denotes Executive Committee \*\*Deceased



**1993 ANNUAL REPORT OF THE  
STRAFFORD COUNTY COMMISSIONERS**

The year 1993 was a very successful one for Strafford County. The highlights of 1993 are as follows:

During this year, Riverside Rest Home (RRH) continued to retain a well-trained and talented work force. Occupancy averaged 203.8 residents of a possible 205.

Strafford County's tax rate for the period from 1989 to the 1994 (proposed budget) showed an average increase of less than the rate of inflation for the same time period.

Over the last year there have been questions asked by cities and towns in Strafford County and deceptive information printed regarding Strafford County's tax history. We would like to take this opportunity to address these issues.

In 1987, County Government became responsible for funding a portion of State-funded programs. Since then Strafford County's financial responsibility for these programs has risen dramatically. In 1989, the County appropriated \$3,410,000 for *Old Age Assistance (OAA)*, *Aide to Permanently and Totally Disabled (APTD)*, *Board and Care of Children (B&C)*, and *Intermediate Nursing Care (INC)*. The appropriation for 1990 was \$4,005,000, \$4,520,000 in 1991, \$4,593,000 in 1992, and \$4,837,500 in 1993. They are projected to be \$5,050,000 in 1994. This is an increase of \$1,640,000, or forty-eight percent (48%) in six years. This represents approximately fifty-four percent (54%) of the amount of Strafford County projects to be raised by taxes in 1994. These are fixed costs to Strafford County which have risen at a rate much greater than the rate of inflation. We do not administer these programs, nor control eligibility criteria. We simply review the bills for accuracy and pay our share.

From 1989 to 1994 (proposed budget), the amount Strafford County collected in taxes has risen \$1,295,367. In 1989, County taxes were \$8,047,029. In 1994 taxes are projected to be \$9,342,396. We have been able to cope with the rate of

inflation, averaging three to four percent (3-4%) a year, expand the House of Corrections to meet growing inmate population, cope with Federal law changes at Riverside Rest Home, pay our employees a fair and reasonable compensation package, and absorb the \$1.64 million increase in the County's portion of State programs, *while increases taxes only \$1.29 million*. This was accomplished by reducing expenses (cutting administrative positions and line staff), a reduction in long-term debt payments, and significantly expanding our revenue base, both at Riverside Rest Home and at the Strafford County House of Corrections.

In the Spring of 1993, Strafford County again participated in New Hampshire's County Government Week. Students representing most Strafford County high schools spent a day at the County complex, learning about County Government from the Commissioners, County Attorney Lincoln Soldati, Register of Deeds Leo Lessard and Deputy Register Linda Corless, Sheriff Richard Cavanaugh, and Human Service Director Cheryl Moulton and her employees. The students also toured the Superior Court, Riverside Rest Home and the Strafford County Jail. This has been a highly successful program over the past several years, with several schools requesting the program during other times of the year.

In June of 1993, Strafford County borrowed \$4,350,000 in tax anticipation notes. We are pleased to report that we received an interest rate of 2.28%. This is the lowest rate ever received for Strafford County. While we recognize the low rate is due partially to the economy, it is also a reflection of Strafford County's strong financial position. This low interest rate will also save County taxpayers \$19,000 based on budgeted amounts for Interest on Temporary Loans. This will help offset the expected shortfall in Interest Earned.

During September, the New Hampshire Association of Counties honored Strafford County House of Corrections Superintendent Robert H. LeClair for distinguished service to County Government. Superintendent LeClair has worked at the Strafford County House of Corrections for nineteen (19) years, since August 28, 1974. For the last three (3) years he has



been Superintendent and for twelve (12) years prior to that he was Assistant Superintendent. During that time period, Superintendent LeClair has worked very hard to enhance the level of care and custody provided to Strafford County inmates. With the Superintendent's oversight, the Strafford County House of Corrections received an outstanding rating in an analysis done by the Franklin Pierce Law Foundation. This analysis covers all aspects of the House of Corrections operations, and inmate supervision and care. Over the past two (2) years, Superintendent LeClair has assisted Strafford County in gaining approximately \$1.5 million in revenue by the boarding of white collar Federal inmates. This \$1.5 million has been a direct savings to the Strafford County taxpayer. We are very proud to have Superintendent LeClair as part of the Strafford County team.

In 1994, Strafford County will be continuing efforts to expand nursing home bed availability in Strafford County. Despite our best efforts to encourage the utilization of home care services to delay nursing home placement, there is still a significant waiting list for placement in Strafford County nursing homes. We will continue to work with all health care providers in our region to enhance placement opportunities.

Also in 1994, we hope to realize increased reimbursement from the Federal Government for nursing home care at Riverside Rest. There are several possibilities for enhanced payments directly to the counties in New Hampshire to compensate for taxpayer dollars used to supplement operational costs at County homes.

We would like to take this opportunity to thank all of our County employees, Department Heads, Elected/Appointed Officials, and the dedicated volunteers at the Jail, the Rest Home, and the Human Services Department for their continued service to the residents of the Strafford County. Their loyalty and dedication help keep costs down and the level of service high.

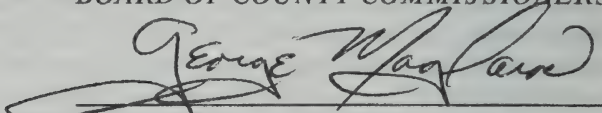
We hope that in 1994, the cooperation established between the Commissioners' Office and the Strafford County



## 1993 STRAFFORD COUNTY ANNUAL REPORT

Delegation will continue, for it is only with our combined efforts that we can continue working toward attaining goals for the betterment of our County residents through the effective system of County Government.

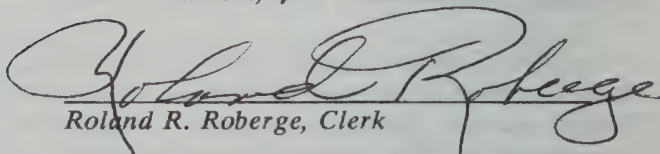
*Respectfully submitted,*  
**BOARD OF COUNTY COMMISSIONERS**

A handwritten signature in cursive script, appearing to read "George Maglaras", written over a horizontal line.

*George Maglaras, Chairman*

A handwritten signature in cursive script, appearing to read "Paul J. Dumont", written over a horizontal line.

*Paul J. Dumont, Vice Chairman*

A handwritten signature in cursive script, appearing to read "Roland R. Roberge", written over a horizontal line.

*Roland R. Roberge, Clerk*

**1993 TREASURER'S REPORT**  
**AUDITORS RECOMMENDATIONS AND FINDINGS**  
**Year Ended December 31, 1993**

**Status of Prior Year's Findings (1992):**

1. Condition: No separate account was set up for each of the 5% grant money.  
Criteria: Grants and budget items should not be commingled.  
Recommendation: Separate accounts should be set up for each new grant so that grants and budget items are no commingled.
2. Condition: Accrued revenues and expenses amounts were not cleared during the year.  
Criteria: Accrued revenues should be cleared as payments were made or received.  
Recommendation: Accrued revenues and expenses should be reviewed after year-end to make sure that all have subsequently cleared.
3. Condition: Some administrative functions are charged to the nursing function.  
Criteria: Expenses should be properly classified as to which functions they should be charged to.  
Recommendation: New accounts should be set up in the administrative function for the classification of administrative charges that are presently recorded under nursing function.

The above findings have subsequently been resolved.

**Current Year's Findings:** There are no current year findings.

David L. Connors & Co., P.C., Certified Public Accountants  
1993 Strafford County General Purpose Financial Statements  
as of December 31, 1993, Together with Auditor's Report  
Including Single Audit Act

## 1993 STRAFFORD COUNTY ANNUAL REPORT

### 1993 APPROPRIATIONS

<u>JUSTICE &amp; ADMINISTRATION</u>	<u>1993 APPROPRIATION</u>
Administration	\$158,132.00
County Attorney	381,367.00
Drug Prosecutor Grant	45,035.00
Register of Deeds	245,735.00
Sheriff	421,076.00
Dispatch	140,133.00
Medical Examiner	16,000.00
J&A Maintenance	264,294.00
Human Services	5,049,648.00
Depart. of Corrections	2,212,806.00
Jail Industries Program Contracts	3.00
Jail Industries Program	82,045.00
Cooperative Extension	134,211.00
Soil Conservation Dist.	19,000.00
Interest Temporary Loan	199,987.00
Interest Bonded Debt-RRH	119,384.00
Principal Bond Debt-RRH	238,437.00
Interest Bonded Debt-J&A	68,410.00
Principal Bond Debt-J&A	591,563.00
Health Insurance-J&A	528,927.00
General Insurance-J&A	110,232.00
Community Action, Inc.	40,000.00
Homemakers Strafford Cty	102,375.00
Homemakers Day Out Program	14,000.00
PreNatal/Family Planning	30,000.00
Southeastern N.H. Service Corp.	10,000.00
Meals on Wheels	1.00
Great Bay Training	5,400.00
Child Care Association	24,000.00
Seacoast Task Force (A Safe Place)	21,000.00
Strafford Guidance Center	11,600.00
Strafford Hospice	15,000.00
Victims, Inc.	1.00
County Convention	4,000.00
Contingency	5,000.00
Capital Expense-J&A	<u>26,140.00</u>
TOTALS - J&A:	11,335,041.00



# 1993 STRAFFORD COUNTY ANNUAL REPORT

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## 1993 APPROPRIATIONS CONTINUED

<u>RIVERSIDE REST HOME</u>	1993 <u>APPROPRIATION</u>
Administration	381,586.00
Purchasing	44,944.00
Dietary	1,393,324.00
Nursing	3,884,977.00
Resident Services	82,089.00
Facilities & Service	606,966.00
Laundry & Sewing	270,983.00
Housekeeping	408,918.00
Physician & Pharmacy	84,267.00
Staff Education	56,547.00
Physical Therapy	175,352.00
Activity & Volunteer	135,117.00
Social Services	159,769.00
Health Insurance	1,247,585.00
General Insurances	26,411.00
Capital Expenses-RRH	<u>33,315.00</u>
TOTALS - RRH:	8,992,150.00
TOTAL EXPENDITURES:	<u>20,327,191.00</u>
REVENUES:	10,469,942.00
PRIOR YEAR SURPLUS:	<u>500,000.00</u>
AMOUNT RAISED BY TAXATION:	9,357,249.00

# ***1993 STRAFFORD COUNTY ANNUAL REPORT***

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## **1993 ESTIMATED REVENUES**

	<b><u>1993 ESTIMATE</u></b>
RRH	8,125,058.00
Register of Deeds	495,000.00
Sheriff-Deputy Fees	150,000.00
Leased Office Space	375,923.00
Leased Land	2,440.00
Accounting Service	46,333.00
Bailiff Reimbursement	58,400.00
Jail Industries Program Contracts	4.00
Jail Income	650,000.00
Room & Board-Jail Indus.	8,000.00
Interest Earned	118,000.00
Human Services Grant	93,086.00
Drug Prosecutor Grant	33,776.00
Jail Industries Grant	25,000.00
Victim's Assistance Revenue	2,500.00
N.H. Job Training Counsel	27,000.00
Correctional Industries	24,000.00
Jail Laundry Contract	7,500.00
Employee Cont.-Health	25,000.00
Insurance Refunds	61,000.00
Miscellaneous Income	40,000.00
Dispatch Alarm System	1,000.00
Bond Proceeds	<u>100,922.00</u>
TOTALS:	10,469,942.00

# **1993 STRAFFORD COUNTY ANNUAL REPORT**

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## **1993 FINANCIAL REPORT OF STRAFFORD COUNTY** **COMBINED BALANCE SHEET** **Year Ending December 31, 1993**

### **ASSETS**

Cash and Temporary Investments	702,270.00
Accounts Receivable and Accrued Revenues	739,502.00
Due From Other Funds	1,375,593.00
Inventories	73,480.00
Prepaid Expenses	30,745.00
Property, Plant, Equipment	12,567,932.00
State Sewer Aid Grant Receivable	167,882.00
Amount Provided for Retirement of Long-Term Debt and Other Obligation	<u>1,058,187.00</u>
TOTAL ASSETS:	16,715,951.00

### **LIABILITIES**

Accounts Payable and Accrued Expenses	90,825.00
Accrual for Compensated Absences	322,316.00
Deferred Revenue	609.00
Unexpended Balance 5% Grant	10,259.00
Due to Other Funds	1,375,593.00
Due to Other Governments	1,332,746.00
Due to Specific Individuals	109,473.00
General Obligation Bonds Payable	<u>2,565,000.00</u>
TOTAL LIABILITIES:	5,806,821.00

### **FUND EQUITY**

Contributed Capital:	
Investment in General Fixed Assets	8,702,441.00
Fund Balances:	
Designated for Capital Projects	460,107.00
Reserve for Prepaid Expenditures	30,745.00
Undesignated	<u>1,715,837.00</u>
TOTAL FUND EQUITY:	<u>10,909,130.00</u>
TOTAL LIABILITIES & FUND EQUITY:	16,715,951.00



## 1993 STRAFFORD COUNTY ANNUAL REPORT

### 1993 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Year Ending December 31, 1993

Fund Balance, 01/01/92	941,575.00
Receipts through 12/31/93	11,753,795.00
Expenses Year Ending 12/31/93	(10,832,181.00)
Operating Transfers Out	<u>(1,046,425.00)</u>
Fund Balance, 12/31/93	816,764.00

### STATEMENT OF OUTSTANDING DEBT

<u>Date of Issue &amp; Maturity</u>	<u>1993 Principal Payment</u>	<u>Balance 12/31/93</u>
1973-1993 Justice & Admin. Bdlg	130,000.00	0.00
1977-1997 Riverside Rest Home	130,000.00	520,000.00
1983-1993 Jail	350,000.00	0.00
1989-1998 Alms House Rehab./Roof Repair	75,000.00	360,000.00
1989-2000 Alms House/Jail/Riverside Renovations	85,000.00	595,000.00
1992-2012 Sewer Project	<u>60,000.00</u>	<u>1,090,000.00</u>
TOTAL OUTSTANDING DEBT:	830,000.00	2,564,999.50

### 1993 COUNTY TAX APPORTIONMENT

<u>City/Town</u>	<u>Proportion of Tax</u>	<u>Amount of Tax</u>
Barrington	7.1117079%	665,460.00
Dover	25.9952614%	2,432,442.00
Durham	8.6838033%	812,565.00
Farmington	4.4072200%	412,395.00
Lee	4.0002906%	374,317.00
Madbury	1.6663486%	155,924.00
Middleton	1.6281505%	152,350.00
Milton	3.8643567%	361,597.00
New Durham	3.9594624%	370,497.00
Rochester	2.0841667%	2,066,470.00
Rollinsford	2.8667242%	268,247.00
Somersworth	9.5727188%	895,743.00
Strafford	<u>4.1597889%</u>	<u>389,242.00</u>
TOTAL RAISED BY TAXATION:	100.0000000%	9,357,249.00

All taxes due Strafford County from Cities and Towns were paid by December 17, 1993.

*1993 TREASURER'S STATEMENT*

The nationwide bank problems seem to have been resolved. The County continues its efforts to gain more attractive interest rates. All avenues are sought for higher interest rates, with the safety of the County's investment always considered.

The First NH Bank and the County have reached an agreement that will earn the County a much higher interest rate in the use of daily sweeps investments.

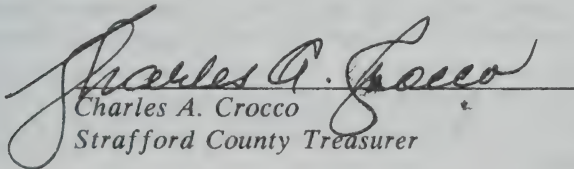
The bank also continues to keep \$1,500,000 in the Federal Reserve to cover losses in the event the bank fails. This is at no cost to the County. These monies cannot be touched without first obtaining the County's directive. We are also covered by FDIC insurance of \$100,000.

While the First NH Bank offers higher investment rates, they support the County in looking for even higher rates through open bidding with several participating banks. These bids are obtained once a month to keep abreast of the money market.

Results from investments in 1993 were as good as could be expected. The days of high investment rates seem to have vanished. We feel confident that the County is obtaining rates that are acceptable and fair and that our bank is giving the County good service and attention to our account.

Cash flow figures are reviewed weekly with the Controller, Marlene Baltzley.

*Respectfully submitted,*

  
Charles A. Crocco  
Strafford County Treasurer

**1993 ANNUAL REPORT OF THE  
RIVERSIDE REST HOME ADMINISTRATOR**

For Riverside Rest Home (RRH), 1993 was a year of great accomplishment and reward. Our resident census averaged 203.8 with the maximum population being 205. We managed to do this with decreased hospital stays and an increase in residents being discharged back home or to other less supportive living settings.

I am pleased to report that for the fifth year in a row, Riverside Rest Home is the recipient of a bonus from the Medicaid System for efficiency in administration and support services. In 1993, the bonus totalled \$55,425. This "efficiency incentive" documents our efforts to spend the bulk of funds at Riverside on resident care as opposed to administration and support services. We will continue to work hard so that this trend continues.

In December, we sent a follow-up Satisfaction Survey to the families of all our residents (approximately 205). This was a multi-page, all-encompassing document asking the residents' family members how they felt about the services provided to our residents by all the departments at RRH, from nursing to dietary to laundry to housekeeping to social services. This was a follow-up to an April 1993 survey. I am pleased to report that the overall rating of the 92 families who responded were either *good* or *excellent* in every response. We believe this is the most important of all "tests" to determine the quality of care we provide at RRH. While the State and Federal governments spend hundreds of manhours to review our operation, and we are subject to repeated unannounced sanitary inspections by the Dover Health Department, what really matters is how our residents' and their families feel about the care we provide. The results were very gratifying to all Riverside Rest Home employees who have worked very hard to make RRH one of the finest nursing facilities in New Hampshire.



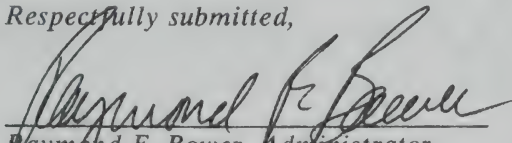
In May, we sponsored a week of events at Riverside to celebrate National Nursing Home week. Some of the events included: Staff and Resident Karaoke, "Kids and Cuddles," which involved three (3) day cares, the Senior Festival, and New England Telephone Pioneer Party. Of special interest was the "50's" Ice Cream Social, which Riverside hosted for residents and their families. We were pleased to have the County Commissioners in attendance. As usual, this party was a great success and we are looking forward to repeating the activities in 1994.

Other activities held throughout the year included: A boat ride on the Mount Washington Day Cruise; Senior Festival/Picnic; Wheel-A-Walk-A-Thon, held in cooperation with the University of New Hampshire; Second Outdoor Flea Market; Rochester Fair; and numerous shopping trips.

In late 1993, the annual Medicaid survey took place at RRH. We are pleased to report that we received a deficiency-free survey report. This is especially significant as it marks two (2) years in a row that Riverside Rest Home has had no deficiencies in patient care. I would like to thank the RRH staff for continuing the efforts which brought this about.

In closing, I would like to recognize the excellent senior staff of Riverside Rest Home, particularly Melody Jones, Director of Administrative Services, and Daralyn Stewart, R.N., Director of Nursing and Related Services, who have been very supportive during my tenure at Riverside. Further, I would like to thank the Strafford County Commissioners for providing guidance and support. With everyone's continued efforts, coupled with the support of the Strafford County Delegation, Riverside will continue to provide excellent care to the elderly of Strafford County.

*Respectfully submitted,*



Raymond F. Bower, Administrator  
Riverside Rest Home

**1993 ANNUAL REPORT OF THE  
STRAFFORD COUNTY DEPARTMENT OF CORRECTIONS**

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The year 1993 presented the Strafford County Department of Corrections with many accomplishments. All of the Correctional Officers have completed their twenty (20) hour in-service training and have been recertified. We are proud to report at this time that we have 100 percent certification of all Correctional Staff.

We continue our agreement with the Federal Bureau of Prisons to house "white collar inmates." However, the number of inmates being housed has decreased considerably over the past six (6) months. We have focused our efforts toward the United States Marshals Office and the Immigration Service to house their inmates at the Strafford County Department of Corrections.

**Officer Training**

The Correctional Officer Training for the Strafford County Department of Corrections consisted of:

- a. Sexual Harassment Issues
- b. Due Process Rights & Discipline
- c. Cardio-Pulmonary Resuscitation (CPR)
- d. Intoxication/Incapacitation
- e. Legal Issues
- f. Report Writing
- g. Management of Intoxicated Person
- h. Industrial Program

In 1993, four (4) Officers graduated from the Correctional Officers Training Academy. Forty-four (44) Correctional Officers received twenty (20) hours of in-house training. Three (3) Sergeants attended the "Training for Trainers Seminar" by the National Institute of Corrections.

**Education and Rehabilitation Programs**

1993 once again brought change to the Education Department as May Brown left the Dover Adult Learning Center and the computer class at the Jail. Ken Muske took over as Computer Instructor in September. We are in the process of up-grading the system to include Date Entry, which is a saleable skill upon release. The Education Department sees upwards of fifty (50) or more students a month and with each session their skills improve.

A total of twenty-five (25) GED students were tested and fifteen (15) received their certificates.

The Pre-Employment Planning Program (PEPP) instructed over forty-one (41) participants, with each receiving their certificate of completion.

This was the third year for the ten (10) week Decision Program.

The Work Release Program had a total of sixty (60) participants; three (3) revocations; four (4) being laid off, and one (1) early release. The program netted \$56,829.51.

Southeastern New Hampshire Services (SENH) has four (4) counseling groups per week for drug/alcohol counseling, and a total of fifty-one (51) participants received their twelve (12) week certificate of completion.

The Internship Program through the University of New Hampshire gave us two (2) Counseling Interns and four (4) Social Service/Criminal Justice Interns. In addition, we had five (5) volunteer tutors and two (2) volunteer counselors to round out the year.

The Pastoral/Spiritual Counseling volunteer staff totalled eight (8) or more, for a total of four (4) individual programs and Sunday services.



Jail Industry Program

There were twenty-four (24) inmates that completed the New Hampshire Job Training program in 1993. Several inmates were placed, which included positions at Cabletron, VIP, and Meineke Muffler. The following companies were services by the Jail Industry Program:

GFS Manufacturing, Inc.	\$ 88,816.72
Ottomans	3,588.34
In-House Laundry	<u>9,088.00</u>
Gross Amount:	\$101,493.06
*Net Amount:	\$ 55,821.19

\*Inmates receive forty percent (40%) of the above amount in net pay. Victim compensation to the State of New Hampshire receives five percent (5%) of the above (accrued).

Eighty-four (84) inmates worked in 1993, with \$2,570.04 of their earnings being paid in fines and \$6,611.04 being paid in requested family support, medical expenses, or motor vehicle-related fines.

The Department of Education grant came to an end in December of 1993. Several of the goals of this program were accomplished, as follows:

1. Closer links and efforts between the education and industries programs (50% of inmates who received a GED were Jail Industry inmates);
2. Reinforcement of private sector business and other work. The in-house laundry program was established and private sector business from GFS rose from a gross of \$55,000 in 1992 to \$88,816 in 1993);
3. New work histories on all inmates that work in and around the facility;

4. Expansion of program resources for inmates: Received more services to reduce barriers: i.e., family weekends, stronger link with new companies, and parenting classed to be offered in 1994.
5. Solidified new funding sources: Bureau of Justice Administration is funding the family weekends in 1994.

In addition, a new computer resource center is being installed for a two-fold purpose: vocational training for inmates to enhance employability upon release and generation of new business ventures by use of computers for possible data-entry work.

**YEARLY REPORT FOR 1993**  
**Monthly Daily Average Population for 1993**

January	105.77
February	106.18
March	117.90
April	125.13
May	120.55
June	119.10
July	101.03
August	91.84
September	99.06
October	105.52
November	99.27
December	102.10

There were nine hundred and twenty-one (921) admissions, plus two hundred and thirty-two (232) inmates held in protective custody.

There were eighty-one (81) females incarcerated in 1993, as follows:

Strafford County	56
Rockingham County	8
Federal	17

During 1993, ninety (90) males were housed in this facility from other facilities, as follows:

Federal Bureau of Prisons	77
New Hampshire State Prison	5
Carroll County	1
Hillsborough County	1
Merrimack County	1
Rockingham County	5

**DWI Offenders**

There were a total of ninety-two (92) DWI offenders in 1993, broken down as follows:

DWI, First Offense	18
DWI, Second Offense	67
Aggravated DWI	7

There were a total of thirty-six (36) people incarcerated for Operate After Suspension/Operate After Revocation (OAR/OAS), of which twenty (20) were pre-trial detainees.



**1993 Offenses**

Criminal Mischief	26
Simple Assault on Police Officer	2
Resisting Arrest	46
Habitual Offender	41
Indecent Exposure	6
Taking Without Consent	1
Reckless Conduct	9
Contempt Court	14
Criminal Threatening	22
Non-Support	19
Fugitive from Justice	26
Theft	9
Burglary	48
Failure to Appear	48
Forgery	7
Conduct After Accident	4
Criminal Trespass	45
Felonious Sexual Assault	13
Aggravated Felonious Sexual Assault	20
Operating without License	6
Disobey Police Officer	13
False Public Alarm	1
Obtain Controlled Drug by Fraud	1
Resisting Detention	8
1st Degree Assault	5
Willful Concealment	2
Issue Bad Checks	3
2nd Degree Assault	6
Violation of Court Order	6
Possession of Controlled Drug with Intent to Sell	5
Shoplifting	3
Sale of Marijuana	8
Witness Tampering	5
Kidnapping	1
Bail Revocation	12
Robbery	4
Felon in Possession of Fire Arms	3
Theft by Unauthorized Taking	10

**1993 Offenses**

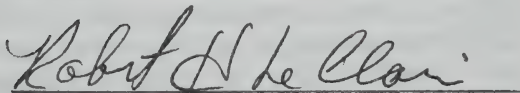
Bail Jumping	8
Possession of a Controlled Substance	2
Criminal Liability	1
Theft of Services	4
Receiving Stolen Property	11
Sexual Assault	3
Manufacture Controlled Drug	1
False Report	1
Possession of Drugs	9
Transporting Drugs	3
Theft by Deception	1
Unregistered Motor Vehicle	2
Possession of Marijuana with Intent to Sell	3
Prostitution	1
Speeding	3
Attempted Theft	2
Attempted Burglary	3
Escape	2
Harassment	7
Domestic Assault	2
Assault on Police Officer	4
Disorderly Conduct	13
Inhale Vapors	1
Simple Assault	99
Telephone Harassment	4
Unlawful Dispense of Controlled Drug	1
Possession of Controlled Drug	12
Criminal Liability for Conduct of Another	2
Possession of Marijuana	6
Accomplice to Burglary	1
Assault	2
Hold for Sentencing	3
Open Container	3
Perjury	1
Strong Arm Robbery	1
Possession of Drug and Alcohol	2
Unlawful Possession of Controlled Substance	4
Falsifying Physical Evidence	1
Misuse Plates	1

1993 Offenses

Violation of Restraint Order	2
Theft of Firearms	1
Fraud	1
Stalking	4
Sale of Narcotic Drug	5
Sale of Controlled Drug	5
Sale of Cocaine	2
Credit Card Fraud	1
Attempted Murder	1
Violation of Probation	73
Bench Warrant	99
Failure to Pay Fine	50

In conclusion, I would like to take this opportunity to thank the Strafford County Commissioners, and Ray Bower, Executive Assistant, for all their assistance and support in the year 1993. I would also like to thank all of the staff and volunteers of the Strafford County Department of Corrections for a job well done in 1993.

*Respectfully submitted,*



*Robert H. LeClair*  
*Superintendent*



***1992 ANNUAL REPORT OF THE  
STRAFFORD COUNTY ATTORNEY***

The Office of the Strafford County Attorney performs a dual function. First (in terms of workload), the County Attorney serves as the Attorney General's representative in the Strafford County Superior Court. As such, the County Attorney represents the interests of the State of New Hampshire in all criminal cases in the Strafford County Superior Court, with the exception of capital murder and first and second degree murders. This function involves reviewing/directing criminal investigations by local and State Police, preparing and presenting evidence for felony indictments before the Grand Jury, reviewing misdemeanor and violation appeals to the Superior Court, researching and responding to motions filed with the Court, attending depositions of witnesses, preparing witnesses for deposition and trial, attending Court hearings: pretrial, call of the list, trial, sentencing, sentence review, and other post conviction hearings.

The second function of the County Attorney is to serve as legal counsel for Strafford County. A variety of duties are performed by the County Attorney in fulfilling this function, including: representing the County's interest in civil litigation, in which the County or one of its agents is a party in State and Federal Courts, representing residents of Strafford County in URESA proceedings, advising other County officials on acting as a legal resource for County Delegation members, and advising them of legal implications on proposed legislation.

Aside from these two main functions of the County Attorney, other duties are prescribed by statute: responding to untimely, suspicious, or unattended deaths, and ordering autopsies when appropriate, and initiating extradition proceedings. The County Attorney must also serve as voluntary administrator for the estates of deceased patients at Riverside Rest Home. In addition, as a public official, the County Attorney has a duty to the people of Strafford County and to the judicial system to promote justice and assist in expanding public awareness and understanding of our system

of justice. The County Attorney meets this responsibility serving as a public resource and speaking before a variety of civic and public agencies concerned with understanding and improving the quality of justice in Strafford County. The County Attorney is also actively involved in promoting legislation effecting the criminal justice system.

The County Attorney's Office also operates a Victim Assistance Program, which through the efforts of the Victim Assistance Director and Coordinator, assists victims (especially child abuse and sexual assault victims) in dealing with the criminal justice system. The program is designed to reduce the trauma to victims and assist them in every phase during criminal prosecution.

In 1993, the Strafford County Attorney's Office continued the drug prosecution program implemented in 1990, with the assistance of a Federal grant administered through the Attorney General's Office. Through this program a specialized drug offense prosecutor was hired to deal exclusively with the increasing case load of drug offenses. The Drug Prosecutor meets regularly with area law enforcement officers involved in drug investigations and is available on a twenty-four (24) hour basis for advice and one-party intercept approvals.

Also in 1993, the position of Chief Investigator was established for the County Attorney's Office. The Investigator's primary responsibility involves conducting follow-up investigations on felony cases. In addition, the Investigator has conducted internal investigations for the County and coordinated training programs for all law enforcement agencies in the County. Assisting the prosecutors in trial preparations is also a duty of the Investigator.

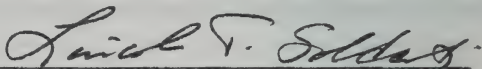
The County Attorney's Office continues to remain active in advising local and County officials in many areas of law. The County Attorney and Assistant County Attorneys address many community and law enforcement groups on a variety of subjects, including: Child Abuse, Sexual Assault, DWI, Criminal Justice System, and many other topics of concern to the community.

***1993 STRAFFORD COUNTY ANNUAL REPORT***

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The table on the following page provides a summary of the case activity in 1993.

*Respectfully submitted,*

A handwritten signature in cursive script, reading "Lincoln T. Soldati".

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*Lincoln T. Soldati*

*Strafford County Attorney*



**1993 SUMMARY OF CASE ACTIVITY**  
**STRAFFORD COUNTY ATTORNEY**

1993 Case Activity					
	Fel.	Misd.	Vio.	Info.	Totals
Cases Received	530	98	3	47	678
Not Presented	77	0	0	0	[77]
No True Bill	9	0	0	0	[ 9]
Cases Entered	444	98	3	47	592
Convicted					
Jury	37	7	0	4	48
Court	4	0	0	1	5
Neg. Plea	273	24	0	22	319
Naked Plea	17	0	0	1	18
Remand	0	63	6	0	69
Total Convicted	331	94	6	28	459
Not Convicted					
Jury	17	11	0	4	32
Court	7	0	1	0	8
Dismissed	7	3	0	1	11
Nol Pros.	68	9	0	7	84
Total Not Convicted	99	23	1	12	135
Total Dispositions	430	117	7	40	594

Jury Verdicts = 80

Court Verdicts = 13

\*Fel.: Felonies

\*Misd.: Misdemeanors

\*Vio.: Violations

\*Info.: Informations

***1993 ANNUAL REPORT OF THE  
STRAFFORD COUNTY SHERIFF'S DEPARTMENT***

***R.S.A. 104:5 Duties:***

He by himself or his Deputies, shall serve and execute all writs and other precepts to him directed, issuing from lawful authority; and shall perform the duties of crier of the Court.

The Strafford County Sheriff's Department, by law has a primary function of serving civil process and transporting prisoners from Strafford County Superior Court, Strafford County House of Correction, all State Hospital transports, and transports from our five district Courts.

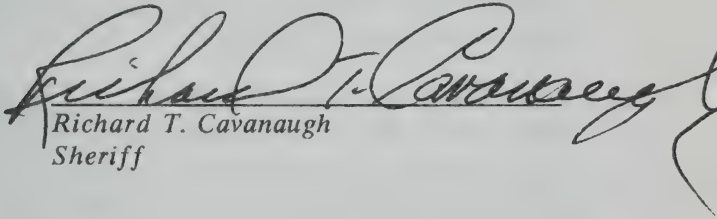
During 1993, about 6,982 hours were spent on transporting or guarding prisoners to, from and in our Courts and hospitals. A total number of 2,497 transports were made. Deputies arrested 728 subjects on Capias issued by the Courts.

In the area of civil process in 1993, over 8,000 pieces of civil process were served by this Department. The Sheriff's Department civil process revenue, which was returned to the County, totaled approximately \$138,000. Revenue received from the State for bailiff expense was \$67,044, for a total return to the County of \$205,044. With the Department's operating budget of \$421,076, in reality the cost to the County taxpayer was only \$216,032. This amounts to approximately one percent (1%) of the total County budget. It is evident by these figures that Strafford County residents are receiving a quality service at a minimal cost.

It has been my goal to provide the residents of Strafford County with the most professional and efficient Department possible. This has been made possible because of my staff of professional employees, who take pride in their performance. To them, I would like to say thank you, for without their support and cooperation in this goal, the Department's success would not be possible.

It has been a pleasure to serve you for the past eleven (11) years as your Sheriff. I look forward to the continued opportunity to serve all the residents of the County in this capacity.

*Respectfully submitted,*

A handwritten signature in cursive script, reading "Richard T. Cavanaugh", written over a horizontal line. The signature is fluid and extends to the right of the line.

Richard T. Cavanaugh  
Sheriff

**1993 ANNUAL REPORT OF THE  
STRAFFORD COUNTY REGISTER OF DEEDS**

The real estate market continued to make modest gains in 1993. This was fueled by the persistent low interest rates we have seen in the past two (2) years. Income to the County grew by 4.9 percent over the 1992 level. This was due to the fact that most areas which the County derives income from showed modest, but positive activity.

Income to the State of New Hampshire declined for the third year in 1993. This was because the Real Estate Transfer Tax is based on the selling price of property. Despite the fact that there were 198 more transfers from 1992 to 1993, income to the State fell by \$158,563. Foreclosures continue to decline, but remain high by traditional standards. The year 1993 saw 328 foreclosures, down from the 391 recorded in 1992.

**Foreclosures Per Quarter 1990 Through 1993**

	<u>1990</u>	<u>1991</u>	<u>1992</u>	<u>1993</u>
First Quarter	50	172	108	72
Second Quarter	42	105	118	85
Third Quarter	52	114	98	89
Fourth Quarter	<u>95</u>	<u>122</u>	<u>67</u>	<u>82</u>
Total	239	513	391	328

**Document Recording and Transactions**

<u>Year</u>	<u>Documents</u>
1987	27,410
1988	22,968
1989	20,819
1990	17,495
1991	16,403
1992	18,798
1993	19,139

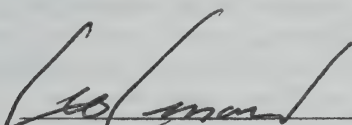


Revenues

<u>Year</u>	<u>To State</u>	<u>To County</u>	<u>Total</u>
1987	\$2,634,594	\$ 516,775	\$3,151,369
1988	\$2,351,263	\$ 448,188	\$2,799,451
1989	\$2,007,567	\$ 432,705	\$2,440,273
1990	\$2,226,869	\$ 440,378	\$2,667,247
1991	\$1,977,391	\$ 463,461	\$2,440,852
1992	\$1,832,936	\$ 520,341	\$2,353,277
1993	\$1,674,373	\$ 540,896	\$2,215,269

The Deeds Office continued to update and modernize its recording systems and to fulfill the requirements of the laws which apply to functions of recording, retrieval, and security within the office.

*Respectfully submitted,*

A handwritten signature in dark ink, appearing to read 'Leo Lessard', is written over a horizontal line.

Leo Lessard  
Registrar of Deeds

**1993 ANNUAL REPORT OF THE  
STRAFFORD COUNTY HUMAN SERVICES DEPARTMENT**

The Strafford County Human Services Department is responsible for monitoring the State mandated programs billed to the County for Old Age Assistance (OAA), Aide to Permanently and Totally Disabled (APTD), Intermediate Nursing Care (INC), and Board and Care of Children.

The financial liability of recipients determined eligible for APTD and OAA are shared with the State on a 50/50 basis. However, nursing care (INC) is shared between the State (19.25%), Federal (50%), and County (30.75%).

Liability for the Board and Care of Children for all court-ordered services under the current juvenile statute (169-D, 169-B, and 169-C), is shared with the State at 75% of the costs and the remaining balance of 25% is billed to the County. Court-ordered services range from out-of-home placements, such as group homes, foster care, and in-patient care, to ancillary services consisting of counselling, transportation, legal, medical, and home based services.

The Board of County Commissioners entered into a one (1) year trial period with the Division of Children, Youth, and Families (DCYF), to assist families without having to go through the District Courts to obtain family centered services. The philosophy is to provide supportive services to families in as respectful, non-intrusive manner as possible to avoid entering into the adversarial environment oftentimes created in the Court process.

The County is also responsible for pursuing and determining parental liability for court-ordered services. For year ending 1993, the County recovered \$37,951.94; however this figure does not reflect the savings to the State/County for such costs as in-patient admissions and medical services reduced by third party insurance, which is also pursued by the County.

## 1993 STRAFFORD COUNTY ANNUAL REPORT

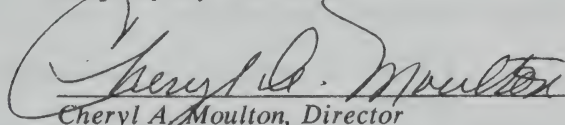
This year, the County received \$93,086.00 in 5% Diversion Funds, plus carryover from 1992, to continue programs and establish new programs to prevent costly out-of-home placements. Grant applications are received and reviewed by a panel of seven individuals representing the interests of the State Division of Children, Youth and Families, Strafford County, and an attorney who specializes in juvenile law. Programs funded for 1993 are as follows:

Strafford County Intervention/Mediation Program  
City of Dover, Youth Resources  
Rochester Day Care Center  
Rochester Visiting Nurses Association  
Mast Way School  
Rochester Recreation Department  
Friendship Express'd

Strafford County Human Services continues to provide Information and Referral Services to individuals in directing them to available resources and agencies throughout Strafford County and the surrounding area.

I would like to take this opportunity to thank the Strafford County Commissioners, Raymond Bower, Executive Assistant, and the Human Services Subcommittee of the Delegation for their continued support of my department. I especially want to thank my staff in Human Services, and in the Intervention and Mediation programs for their hard work and efforts, for without their dedication, the programs' goals and success would not have been possible.

*Respectfully submitted,*

  
Cheryl A. Moulton, Director  
Strafford County Human Services

**STRAFFORD COUNTY UNH COOPERATIVE EXTENSION  
ANNUAL REPORT FOR 1993  
OCTOBER 1, 1992 - SEPTEMBER 30, 1993**

For nearly eighty (80) years, Federal, State, and County governments have worked together through the Cooperative Extension of New Hampshire. It offers research-based education for all people of all ages through the State, in Cooperation with County, State, Federal and private partners. Extension helps foster the full development of youth, adults, families and communities; improves our economy; and provides effective natural resource management. The following are examples of efforts in the areas of Agriculture, Family Development, Forestry, 4-H Youth Development, and Nutrition.

**AGRICULTURE**

The following is a partial list of Programs and Services provided in 1993.

**Agricultural Competitiveness and Profitability**

- \* Evaluate Homeowner blueberry fields for production instead of development
- \* Sustainable Ag tour - Strafford/Rockingham/York & Cumberland Counties
- \* Composting open house/local farm
- \* Potential Agricultural production of Turnkey's land
- \* Ag In The Classroom Council
- \* Municipal Composting meeting - Lee, N.H.

**Non-Commercial Agriculture**

- \* Friends of Agriculture (C)3 status and foundation structure
- \* Master Gardener selection and training
- \* Advise NH Farm Museum re: appropriate use of land, buildings, etc.
- \* Friends of Agriculture Fruit-Plus Order



- \* Country Living Day workshops on stone fruit, apples & pears
- \* Pruning Fruit Trees workshop for Master Gardeners
- \* Pruning workshop for Tree Stewards
- \* Tree and Shrub Care workshop for Strafford County Conservation District
- \* Fruit Tree Pruning workshop
- \* Enterprise Park - Dover Planning Board/Tree Stewards
- \* Friends of Agriculture Fruit Tree Plus Distribution Day workshop
- \* Tree, Shrub and Lawn Care Day
- \* Lawn Seeding workshop
- \* Lawn Care Maintenance workshop
- \* Milton Elementary School Ball Field
- \* Education Committee N.H. Farm Museum

#### Agri-Preventing Water Pollution From Pesticides (Water Quality)

- \* Taught Thompson School of Applied Science Pesticide Applicator Training class
- \* Individual exams and prepared applicants at county office
- \* Homeowners recommendations

#### Environmental Education

- \* Tree Stewards training
- \* Urban Tree Program - Somersworth
- \* Reduced Pesticides/Integrated Pest Management workshop for New York/New England Ag In The Classroom Council Consortium
- \* Somersworth Earth Day - Extension Display
- \* New Durham Dumpfest - Compost Display

#### 4-H and Youth Development/Youth Agriculture Science Programs

- \* Low income youth gardening project - Somersworth Housing and Rochester Children's Home

**4-H & YOUTH DEVELOPMENT**

The 4-H Youth Development Program of UNH Cooperative Extension provides positive experiences for youth ages 5 to 19 free of charge. The goal for all 4-H activity is to help youth develop their individual potential as caring and contributing members of an ever changing world. Trained adult volunteers work with youth to expand the effects of professional youth development staff.

- \* In Strafford County 65 4-H adult volunteers worked directly with 198 4-H club members during 1992-93 4-H year. Additionally, over 3900 youth experienced Extension youth programs through our school enrichment efforts. Teachers are trained to use 4-H educational materials and deliver programs to students on agricultural and cultural diversity topics.
- \* Another delivery method used for 4-H programs is the special interest project. Eighty (80) youth county wide participated in special interest programs in the areas of natural resources, mechanical science, and personal safety.
- \* Part of the strength of Strafford County 4-H & Youth Development programs is seen in the partnerships that develop in the county. Individual volunteers, along with school staff, members at Major Waldron's in Barrington, and New Hampshire Fish and Game have all invested resources in the delivery of 4-H programs.
- \* 4-H looks to expand its club membership, volunteer involvement and community partnerships to continue creating opportunities for youth to learn and develop.

**EXPANDED FOOD AND  
NUTRITION EDUCATION PROGRAM (EFNEP)**

The expanded food and nutrition program works with limited income families and youth. Last year, EFNEP worked with 463 youth from various schools. The program involves

a total commitment of six weeks covering Basic Nutrition, food safety and fat in fast foods. Participant ages ranged from 5 to 12 from schools such as School Street School, Allen School, Maple Street School and Head Start.

EFNEP also works with individuals in the home setting and in small groups. The program varies according to wants and needs of the participant. Last year, 53 adult participants graduated from the program. Length of the program varied from three months to 5 months. Each participant learned how to comparative shop and how to prepare nutritious meals for their family. Average knowledge gain during the program was an increase of 20 percent.

The EFNEP program was successful in 1993 in meeting its planned goals and objectives. EFNEP surpassed the total number of individuals previously served.

### **Family Development**

A total of 4,917 direct contacts in the public were made by the Family Development Extension Educator during FY 1992-1993. Major Program highlights include the following:

#### **Nutrition, Diet and Health**

- \* LEAN (Lifestyle, Exercise, and Nutrition) - 8 session program
- \* As A Matter Of Fat - 5 single session programs
- \* As A Matter of Fat - One 3-part series
- \* Growing Up Healthy - Nutrition for Young Children

#### **Food Safety and Quality**

- \* Understanding Food Additives - 2 programs
- \* A Quick Guide to Safe Food Handling - 2 programs

#### **Limited Resource/Low Income Individuals and Families**

- \* Planning Ahead/Staying Ahead - four 5-session programs

**Family Development and Resource Management**

- \* Financial Empowerment for Women - 7-Session program
- \* Developing a Spending/Savings Plan - 1 program

**Parenting and Family - Youth**

- \* Taking Charge of Your Finances - two 5-part programs
- \* Choosing Child Care - 2 programs
- \* Family Focus: Parenting the School-Age Child - two 1-session programs
- \* Family Focus: Parenting Infants and Toddlers - two 4-session programs
- \* Family Focus: Parenting the School-Age Child -- one 4-part program
- \* Stepping Together in Step-Families - one 4-part series
- \* Stress Management - 3 programs
- \* Stress Management - two 3-part programs
- \* The Effects of Divorce on Children

**Youth At Risk**

- \* Great Beginnings - three 6-part programs
- \* Safe At Home - two 5-part programs
- \* Safe At Home Parent Workshop - two programs
- \* Risk and Protective Factors Related to Teen Pregnancies in Schools - one program
- \* Fathers and Mothers Education Project for Pregnant and Parenting Teens - 3 programs

**Leadership/Volunteer Management and Volunteer Development & Management**

- \* 1993 N.H. 4-H Teen Conference -- 9 Teen Volunteers served 2,088 hours while 5 adult volunteers served 1,160 hours.
- \* Family, Community Education Association - 20 extended Extension's educational efforts by serving in a leadership role. 200 hours served



- \* Financial Empowerment for Women program. 7 women volunteered as Facilitators. 257 hours served.
- \* Additional programs - 29 individuals served as volunteers for the Cold Spring Park Coalition; Family, Community Leadership; and the F.A.M.E. program
- \* 30 additional volunteers assisted with programs and coalitions involving agencies and Extension.

The following comments were written as part of program evaluations completed by participants:

- \* "Cook meat, eggs, and poultry well."
- \* "Overall program well presented, clear, concise; excellent presenter with sincere interest in nutrition."
- \* "Information I needed to know given by Service I can trust."
- \* "See more clearly the need to plan!"
- \* "I can now look more closely and honestly at my finances."
- \* "This course enabled me to make a start."
- \* "I have learned to make rules simple and always for the benefit of the child."
- \* "I want to improve communication with my girls, and I'm going to be able to talk to them in more positive ways."
- \* "I will be using active listening to help become more sensitive of my son's ideas and feelings."

### **FOREST RESOURCES**

Strafford County/UNH Cooperative Extension forestry educational programs are jointly co-sponsored with the Division of Forests and Lands of the Department of Resources and Economic Development, according to a memorandum of understanding between the two agencies. These educational forestry programs are technical assistance oriented and designed primarily for the private non-industrial woodland owner, the shade tree owner and the primary wood processor. The heart of the program activity continues to be contact with decision makers owning or supervising natural resources, both

public and private. Contact with both groups is one-on-one and in group sessions. Accomplishments for 1993 include:

- 30 woodland examinations on 885 acres of forest land
- 12 forest management plans on 4355 acres of forest land
- 24 current land use assists on 1205 acres
- 8 miles of forest access road laid out and completed in cooperation with the Soil Conservation Service and the Agricultural Conservation and Stabilization Service
- 15 referrals to forestry consultants on 1300 acres
- 56 individual and different shade tree problems for Strafford County residents and municipalities

Supervised the implementation of forest practices that are offered through the Agricultural Conservation Program (ACP) of the Agricultural Stabilization and Conservation Service (ASCS). These practices brought to the rural economy from the ASCS program a value of \$36,650 and this federal money then generated \$136,000 of rural forestry activity in Strafford. These practices included:

- weeding and thinning of young forest stands by means of girdling, dropping and lopping and biomass.
- preparation of detailed forest management plans by private forestry consultants.
- wildlife habitat improvement practices
- boundary marking of forest land
- lay out and construction of forest access roads
- pruning of potentially high value crop trees for the future

Other programs included:

- Several educational tours were conducted for groups and individual new clientele for the purpose of new information and to stimulate interest in management of their own forest.

- Several chainsaw safety demonstrations were offered to groups and a few landowners
- Shade tree assistance was offered to municipalities on individual street trees and in the form of workshops with the cooperation of the Division of Forests and Lands and the Society for the Protection of New Hampshire Forests.
- Wild tree transplanting demonstrations and balled and burlapped tree planting demonstrations were conducted at the Courthouse and in two local communities.

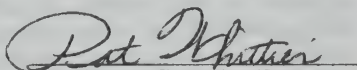
Respectfully submitted,



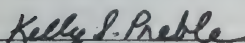
Cal Schroeder, Extension Educator  
Agricultural Resources



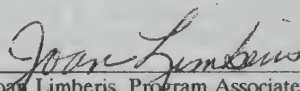
Don Black, Extension Educator  
Forest Resources



Pat Whittier, Extension Educator  
Family Development



Kelly Preble, Extension Educator,  
4-H & Youth Development



Joan Limberis, Program Associate  
Expanded Food & Nutrition  
Education Program (EFNEP)

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### **STRAFFORD COUNTY DELEGATION COMMITTEE MINUTES OF PUBLIC HEARING OF JANUARY 27, 1993**

The Public Hearing of the Strafford County Delegation was called to order at 7:45 p.m. by Acting Chairperson Wheeler. After a moment of silence and the pledge of allegiance to the flag, the Clerk read the roll, which showed the following members present:

**PRESENT:** Julie Brown, George Brown, Callaghan, Chagnon, Douglass, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Keans, Kincaid, Knowles, Loder, Lundborn, McKinley, Merritt, Nehring, Pageotte, Marsha Pelletier, Rogers Spear, Sullivan, Ann Torr, Frank Torr, Ralph Torr, Vincent, Wall, and Wheeler (29 of 38).

**EXCUSED:** O'Brien, Arthur Pelletier, Snyder (4).

**ABSENT:** Hilliard, McCann, Merrill, Musler, and Wasson (5).

Also present were Commissioners Maglaras, Dumont, and Roberge, County Treasurer Charles Crocco, and Executive Assistant Raymond Bower.

Acting Chairperson Wheeler requested that the public limit their testimony to approximately three minutes, if possible. Requested that there be only one spokesperson from each group to start presentations, then allow the public to speak on behalf of the group they are representing.

Dr. Wayne Burton of Durham, a Board member at Strafford Guidance Center explained the function of Strafford Guidance and stressed the importance of the services provided by Strafford Guidance.

Captain Gary Decolmaker of the Dover Police Department, and a Board member at Strafford Guidance spoke on behalf of this agency. Requested funding from the County to provide subsidized care and services for people and explained that Strafford Guidance has been extremely helpful to the police department. Introduced proposed medical plan which would benefit everyone.

Judy Williams spoke on behalf of Strafford Guidance and stated that programs serve a lot of people who cannot pay and have no medical insurance of their own. Described the types of clients who receive services, i.e., victims and sexual and physical assaults, single parents, people with severe emotional problems, etc.

Katherine Becallo of Durham and the Executive Director of Strafford Guidance stated that the reason they are requesting funding from the County is largely due to the economy. People who have become unemployed no longer have medical insurance. She gave the statistics as to the percentage of people who received services from Strafford Guidance. If there is no money allocated, it is possible people who desperately need services will have to be put on a waiting list. Strafford Guidance has not requested funds from the County since 1985.



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Dan Hussey of Rochester and a volunteer of the Homemakers of Strafford County spoke on behalf of that agency. He summarized the components of their budget request and read an article regarding health care costs. The total amount requested for this agency is \$157,000.00.

Dr. David Eastman of Somersworth and on the Board of the Homemakers of Strafford County since 1986 explained the capabilities of the Homemakers and stressed the need for home care over Riverside Rest Home. He also compared the costs of Riverside Rest Home and the Homemakers.

Roger Galuska of Rochester gave a testimonial regarding an injury his mother sustained, which required the services of the Homemakers because he was out-of-state. Using the services of the Homemakers allowed his mother to remain at home to recuperate.

Deborah Ericson-Irons, Executive Director of the Strafford County PreNatal and Family Program spoke on behalf of this agency. They have requested \$40,000 from the County. She explained the programs and services available to people. This program services low income families and if it is level funded, people will have to go on waiting list for services. She requested the County to increase funding to \$40,000.

Katherine Kimball of Durham gave a testimonial for Strafford County PreNatal and Family Planning. She entered the program two years ago; she had no insurance and was having financial difficulties. She stated that this program is a good way to receive services without having a big expense to the people who cannot afford to pay.

Pat Rainboth, Executive Director of Victims, Inc., spoke on behalf of this program. The program started in October of 1991. She explained the types of people this program services. This agency was created to refer and direct people/victims to the proper agencies for assistance. The program provides victim advocates in Superior and District Court levels. There are on-call volunteers to assist families and victims. There are currently 149 volunteers. This program also received a grant from the Attorney General's office.

George Whattendorf of Dover and the Dover Police prosecutor gave a testimonial for Victims, Inc. He explained that the program is extremely helpful to assisting victims in criminal cases on the District Court level.

Geraldine Whitney of Rochester gave a testimonial for Victims, Inc., as her son was the victim of an assault.

Michael Turgeon, Somersworth City Council spoken for the residents of Somersworth. Requested that the Delegation find a way to decrease the budget to avoid a tax increase. Requested a three percent (3%) increase only, instead of the recommended six percent (6%) at the County level.

Gene Jalbert, of Southeastern New Hampshire Services, spoke on behalf of this agency. He explained the programs and services available and requesting level funding from the County.

Bambi Miller of the Strafford County Conservation District requested an increase in the recommended \$14,000 to \$24,000 from the County in order to maintain services they are currently providing.

Kurt Olson, Supervisor of Strafford County Conservation District explained the importance of their services and the necessity for someone to be on the local level for developers to obtain information on certain parcels of land. He stressed the need for funding a full-time person.

Earl Goodwin of Dover asked the County to maintain the 1992 budget to avoid a tax increase for Dover residents.

Nancy DelKeery of Farmington, gave a testimonial on behalf of the Homemakers of Strafford County. She is currently receiving Homemakers services.

Regina Delaney, a Registered Nurse, gave a testimonial on behalf of the Homemakers of Strafford County. The Homemakers provide intermediate care. She described how intermediate care works and the type of people who need this type of care.

Patrick Eisenhart, Executive Director of the Homemakers of Strafford County provided handouts and explained the type of services and care people receive from the Homemakers. His agency has requested additional funding from the County to maintain this program.

Joyce Weeks of Farmington gave a testimonial on behalf of Victims, Inc.. She explained how this agency has helped her family deal with her son's death.

Derek Whitney of Rochester gave a testimonial for Victims, Inc.

Eric Sprague and Cindy Williams of Rochester also provided testimonials in behalf of Victims' Inc.

Novella McEachern of Rochester provided handouts and gave a testimonial on behalf of the Homemakers of Strafford County.

Acting Chairperson Wheeler asked if anyone else cared to speak on the Commissioners Proposed 1993 Budget. She then closed the public meeting at 9:30 p.m.

The Delegation took a fifteen minute recess and reconvened at 9:45 p.m. Executive Assistant Bower explained the County's position regarding the Certificate of Need for the 100 bed nursing home to be built in Strafford County.

Representative Vincent moved to adjourn the meeting at 10:00 p.m. The motion was seconded by Representative Pageotte and with no further business, the meeting adjourned.

Respectfully submitted,  
Gregory McGrath, Clerk

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### **STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MINUTES OF MEETING OF MARCH 5, 1993**

The meeting of the Strafford County Delegation's Executive Committee to hear Subcommittee reports on the Strafford County Commissioners' Proposed 1993 Budget was called to order at 9:00 a.m. by Chairman William H. McCann in the Probate Courtroom of the Justice & Administration Building. Representative Wheeler motioned to go into Executive Session to discuss some matters before the Public Meeting. Seconded by Representative Pageotte and accepted unanimously on a voice vote.

The meeting re-convened at 9:45 a.m. After a moment of silence, Representative Lundborn lead the Committee in the pledge to the flag.

The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

**PRESENT:** Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Sullivan, F. Torr, Vincent, Wheeler (13 of 15).

**EXCUSED:** Wall (1).

**ABSENT:** Rogers (1).

Also present were Commissioners George Maglaras, Paul Dumont, and Roland Roberge, County Treasurer Charles Crocco, Executive Assistant Raymond Bower, Executive Secretary Jean Miccolo, Representatives Gary Gilmore, Ralph Torr, and Sandra Keans, and several members of the Public.

Chairman McCann recognized Representative Katherine Wheeler to give the report for the Non-County Agency Subcommittee.

Representative Wheeler reported that the Subcommittee spent many hours reviewing this portion of the budget and met with representatives from the various agencies requesting County funding. She noted that all are very worthwhile agencies in need of funding; however, the Delegation is responsible to the taxpayer. She was also concerned about the name of the Subcommittee and would like to meet with the members again this summer to discuss a more appropriate name.

Representative Wheeler reviewed the report of the Subcommittee for the Delegation members. Representative Lundborn asked if the Delegation was going to vote after the report on each agency or on the entire report after Representative Wheeler's presentation. Chairman McCann responded that a motion would be entertained at the end of each report and then it would be open for amendments.

The following recommendations were made by the Subcommittee:



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1. Victims, Inc.: Requested \$10,423. Subcommittee recommendation: \$1.00. Subcommittee vote: 4-2 in favor. Due to the relative newness of this organization, the Subcommittee suggested that they be allowed a year to "get on their feet" and request funding again next year.
2. Strafford Guidance, Inc.: Requested \$57,795. Subcommittee recommendation: \$11,600. Subcommittee vote: 4-2 in favor. It was noted that Strafford Guidance last requested funding in 1984 and has been able to receive adequate funds from other sources since that time. This is the first time since then that they have requested assistance from the County.
3. Dover Adult Learning Center: Requested: \$15,000. Subcommittee recommendation: \$0. Subcommittee vote: 3-3. The 3 who voted in the negative recommended \$1,524. Although this is a very valuable program, the Subcommittee felt that the City and/or town should be the funding source, as well as the persons utilizing the programs offered.
4. Strafford Hospice: Requested: \$35,721. Subcommittee recommendation \$15,000. Subcommittee vote: 3-2. Representative Gilmore noted that he served on the Board of Directors for Hospice and wished to abstain from voting.  
  
Representative Gilmore noted that it was the policy of the Subcommittee that agencies could apply for Federal Block Grant monies, but if they received County monies, they could not receive duplication of payment for services by receiving funding from the Cities and towns.
5. Community Action Program: Requested: \$44,650. Subcommittee recommendation: \$38,000. Subcommittee vote: 3-3 to level fund at 1992 rate.
6. Pre-Natal and Family Planning Clinic: Requested \$40,000. Subcommittee recommendation: \$30,000. Subcommittee vote: 4-2 to level fund at 1992 rate.
7. Southeastern New Hampshire Services: Requested \$17,500. Subcommittee recommendation: \$10,000. Subcommittee vote: 6-0 to level fund at 1992 rate.
8. Great Bay Training Center: Requested: \$5,400. Subcommittee recommendation: \$5,400. Subcommittee vote: 6-0 to grant request and level fund at 1992 rate.
9. Strafford County Child Care: Requested: Requested: \$29,119. Subcommittee recommendation: \$24,000. Subcommittee vote: 4-2 and increase funding over last year by \$1,500.
10. Seacoast Task Force on Family Violence: Requested: \$21,000. Subcommittee recommendation: \$21,000. Subcommittee vote: 6-0 to grant request and level fund at 1992 rate.
11. Homemakers "Day Out" Program: Requested: \$39,000. Subcommittee recommendation: \$14,000. Subcommittee vote: 6-0 to level fund at 1992 rate.



12. Homemakers of Strafford County: Requested: \$157,000. Subcommittee recommendation: \$102,375. Subcommittee vote: 5-1. This is an excellent program and a very much needed service. The Subcommittee examined the budget very carefully. In the course of the agency's presentation, Executive Director Patrick Eisenhart indicated that they were billing for homehealth services. The contract with the County states that the funding is to provide homemaker services in the form of light housekeeping and errand services at \$1.95 per unit of service (1/2 hour). When the Subcommittee discovered that the Homemakers were billing for services which were not contracted for, they took the first six months' billing for 1992 and came up with an average billing for this period and times it by two. As it was also noted that the County funding is used as a match for State Title XX funding, the State was contacted to find out its funding formula for the Homemakers. A similar formula was developed for the amount of funding being recommended, \$102,375.

Representative Kincaid motioned to accept the report of the Subcommittee. The motion was seconded by Representative Knowles. Representative Lundborn motioned to amend the motion by increasing the funding for Victims', Inc. to \$5,000. Motion seconded by Representative Wheeler. There was some discussion. Representative Lundborn explained his motion, stating the agency needed "seed money" to get started. Representative Wheeler spoke to the motion. Representative Vincent spoke against the motion. Representative Gilmore spoke to the motion on behalf of the Subcommittee, stating that the Subcommittee did not see the financial need in the agency's budget at this time. Representatives F. Torr, McGrath and Hambrick spoke on the motion. Representative Hambrick noted that as she worked for this agency, she would abstain from voting on this matter, and offered to answer any questions the Executive Committee might have. Chairman McCann also spoke to the motion. There was some discussion on using caution when requests from agencies which are not mandated functions of the County are received. The motion was called by Representative Chagnon, seconded by Representative Sullivan. A roll call vote on the motion to increase funding to Victims, Inc. from \$1 to \$5,000 showed the following:

YEAS:                   Lundborn, McGrath, Wheeler (3 of 13).

NAYS:                   Callaghan, Chagnon, Kincaid, Knowles, McCann, Pageotte, Sullivan, F. Torr, and Vincent (9 of 13).

ABSTAIN:              Hambrick (1 of 13)

The motion failed on roll call vote, 9-3, 1 abstention.

Representative Wheeler motioned to fund Dover Adult Learning Center in the amount of \$1,524 (this was the balance left after the Subcommittee had allocated funding for the other agencies; it is the difference of what the Commissioners had recommended). Representative Hambrick seconded the motion. There was some discussion on Dover Adult Learning Center and the services it offers to County residents. Representative Callaghan called the motion. A roll call vote on the motion showed the following:

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**YEAS:** Hambrick, Wheeler (2 of 13).

**NAYS:** Callaghan, Chagnon, Kincaid, Knowles, Lundborn, McGrath, Sullivan, F. Torr, and Vincent (9 of 13).

**ABSTAIN:** McCann, Pageotte (2 of 13).

The motion failed on roll call vote, 9-2, 2 abstentions; Chairman McCann stated that he serves on the Dover School Board, which partially funds Dover Adult Learning Center and Representative Pageotte acknowledged this his wife works for the agency.

Chairman McCann asked if there were any further amendments to the original motion to accept the Subcommittee's recommendations. Representative Wheeler motioned to increase the funding for Strafford County Community Action from \$38,000 to \$40,000. The motion was seconded by Representative McGrath. Representative Chagnon agreed with the motion and stated that if the Committee chose to level fund these agencies with the total amount recommended by the Commissioners, this agency should receive additional funds.

Representative Wheeler pointed out that after the Subcommittee had allocated the Non-County Agency funds, there was \$1,524 not earmarked to be expended. Representative F. Torr pointed out that the Committee has no obligation to expend all the monies recommended by the Commissioners. Any effort to decrease funding should be considered. With no further discussion, the motion was called and a roll call was taken, as follows:

**YEAS:** Chagnon, Hambrick, Lundborn, McCann, McGrath, and Wheeler (6 of 13).

**NAYS:** Callaghan, Kincaid, Knowles, Pageotte, F. Torr, and Vincent (6 of 13).

**ABSTAIN:** Sullivan (1 of 13).

The motion failed on a tied roll call vote, 6-6, 1 abstention; Representative Sullivan stated that he is a member of the Community Action Board of Directors.

Representative Wheeler wished to make it a point of record that she serves on the Board for Great Bay Training Center and Representative Knowles stated that he serves on the Board for Strafford Hospice. Chairman McCann noted that the law states representatives must disclose that they are affiliated with agencies which are involved in the budget process; however, they may still vote.

Chairman McCann asked if there were any further amendments to the original motion on acceptance of the Non-County Agency Subcommittee report.

Representative Torr motioned to fund Strafford County Community Action at \$38,000, as per the recommendation of the Subcommittee. The motion was seconded

by Representative Pageotte. There was some discussion on this procedure. A roll call on the motion showed the following:

YEAS: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, F. Torr, Vincent, and Wheeler (12 of 13).

NAYS: None.

ABSTAIN: Sullivan (1 of 13).

The motion carried 12-0, 1 abstention.

Chairman McCann asked if there was any further discussion on the Non County Agency Subcommittee Report. Representative Wheeler noted that it seems to be the consensus of the Executive Committee not to make any changes to the Subcommittee Report. Representative Wheeler motioned to add an addendum after the Homemakers of Strafford County expense line that reads as follows:

Given the possibility of litigation involving the contract with the current vendor, this appropriation is not intended to bind the County Commissioners to any specific vendor of homemaker-type services.

The motion was seconded by Representative Torr and approved unanimously on a voice vote. This motion is an amendment to the original motion to accept the report of the Subcommittee. The amendment was adopted as stated.

Chairman McCann asked for further amendments to the motion to accept the report of the Non-County Agency Subcommittee report. Representative Callaghan asked if the Strafford County PreNatal and Family Planning Clinic did abortion counseling. Representative Wheeler replied that they provide counseling in all aspects of prenatal and family planning. Representative Callaghan motioned that if the Clinic provides abortion counseling, the County request that this policy be discontinued, as part of our contract with them. Chairman McCann stated that under the current Federal Administration, President Clinton lifted the gag order placed on agencies receiving Federal funding which required them to abstain from providing abortion counseling. Since this agency receives Federal funding, he believed that the County could not place any requirements on abortion counseling. Based on this, Representative Callaghan withdrew his motion.

Representative Wheeler motioned to accept the Non-County Agency Subcommittee Report as submitted, with the amendment of the additional wording after Homemakers' line item, in the total amount of \$271,277, \$1,524 less than recommended by the Commissioners. A roll call vote on the motion showed the following:

YEAS: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Sullivan, F. Torr, Vincent, and Wheeler (13 of 13).



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NAYS: None.

ABSTAIN: None.

Motion passed unanimously.

Verified figures will be presented to the Executive Committee after a brief break.

Chairman McCann called on Representative Pageotte to give the report of the Revenues, Capital Expenditures and Special Projects Subcommittee. Representative Pageotte noted that as per his report, the only change to the budget would be a decrease of \$22,000 in Revenues, line item 9061.00, Interest Earned, from \$140,000 to \$118,000, due to the recent round of borrowing for Tax Anticipation Notes, which showed interest rates being lower than first anticipated. Representative Hambrick noted that in the Criminal Justice Subcommittee's Report, there was a recommendation for a reduction in the Capital Expense items for the County Attorney's office in the amount of \$5,181 for a telephone system and \$12,350 for a computer system, totalling a reduction of \$17,351 to Capital Expense. This was discussed and it was unanimously decided to vote on acceptance of the Revenues, Capital Expenditures, and Special Projects Subcommittee Report as presented and take the issue of a decrease in Capital Expenditures up after the Executive Committee heard the Criminal Justice Report.

Representative Vincent motioned to accept the Report of the Revenues, Capital Expenditures, and Special Projects Subcommittee as presented. Motion was seconded by Representative Pageotte and was accepted unanimously as follows on a roll call vote:

YEAS: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Sullivan, F. Torr, Vincent, and Wheeler (13 of 13).

NAYS: None.

ABSTAIN: None.

The Chairman then called upon Representative Francis Vincent to give the report for the General Government Subcommittee. Representative Vincent reported that the Subcommittee had two recommended changes to the Commissioners' Budget. Under line item 9100.01, Interest on Temporary Loan, the Subcommittee voted to decrease this amount by \$22,000, from \$221,987 to \$199,987. The other change was to line item 8360.02, Resource Agencies, Soil Conservation District, an increase of \$5,000, from \$14,000, to \$19,000, as a matching grant of up to \$5,000 for any fundraising monies earned by the District over \$6,500.

Representative Vincent motioned to accept the report of this Subcommittee. Seconded by Representative Kincaid and accepted on a roll call motion as follows:



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**YEAS:** Callaghan, Chagnon, Hambrick, Kincaid, Knowles, McCann, Pageotte, Sullivan, F. Torr, Vincent, and Wheeler (11 of 13).

**NAYS:** Lundborn, McGrath (2 of 13).

**ABSTAIN:** None.

The motion carried 11 to 2.

At this time, Chairman McCann called a five minute recess. The meeting reconvened five minutes later.

Chairman McCann called upon Representative Knowles to give the report of the Human Service Department Subcommittee. Representative Knowles noted that Subcommittee Chairperson Merrill was unable to attend the meeting due to weather conditions.

Representative Knowles stated that although the Subcommittee reviewed the Human Service Department budget carefully, there is actually very little the County can do to change this budget as many of the costs are either State or Federally mandated. The Subcommittee was very pleased with the Department's response to all of its questions and was satisfied with the expenditure requests. He noted that the person (Cheryl A. Moulton) in charge of this Department does an excellent job and should be congratulated.

He went on to report that this office collected \$38,793 in reimbursement for Board and Care of Children from parents or insurance companies. Of this amount, the County receives 25%, the balance goes to the State. To our knowledge, Strafford is the only County in the State which goes after this money in order to reduce costs. Representative Knowles then reviewed the line items which the County has no control over, 4190.54, Old Age Assistance (OAA), 4190.55, Aide to Permanently & Totally Disabled (APTD), 4190.56, Intermediate Nursing Care (INC), and 4190.58, Board & Care of Children (BCC). These are State mandated costs to the County.

Representative Knowles noted that under line 4190.56, INC, due to a change in the Federal Veterans Administration regulations, spouses of Veterans currently receiving benefits will no longer be eligible to receive these benefits as of April 1, 1993. Therefore, the County and the State must absorb these costs due to a reduction in the income received by residents in nursing homes which is used to offset Medicaid billings. This change results in an estimated increase in this line of \$22,500, changing the total of this line to \$3,562,500, and increasing the Human Service bottom line to \$5,049,648.

Representative Kincaid motioned to accept the Human Service Subcommittee report, with the recommended change. The motion was seconded by Representative Vincent. Representative Vincent spoke to the motion. Representative McGrath asked for further explanation of line 4190.03 and the reimbursement to that line for Guardian Ad Litem services to the State. Representative Torr asked for explanation of line item 4190.70, Travel and reimbursement to that line item. The motion was called, and a roll call vote was taken on the motion, with the following results:

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**YEAS:** Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Sullivan, F. Torr, Vincent, and Wheeler (13 of 13).

**NAYS:** None.

The motion carried unanimously, 13-0.

The Chairman then called on Representative Patricia Hambrick to give the report of the Criminal Justice Subcommittee.

Representative Hambrick reported on the Criminal Justice Subcommittee's recommendations, department by department. Under the County Attorney's budget, the County Attorney had requested a new position, .065, Chief Investigator, in the amount of \$18,500, and an increase in the .70, Travel of \$4,000 to cover the cost of a leased cruiser. She noted that the County Attorney offered to exchange his request for a new telephone system in the amount of \$5,181, and a new computer system in the amount of \$12,350, in order to have the new investigator. The Subcommittee agreed to accept this offer, with the Chief Investigator position line being set for a half year at \$14,000, and the Travel line being increased to \$6,000, increasing the bottom line for County Attorney by \$17,285, to \$381,367, and reducing Capital Expenditures by \$17,531, for a bottom line total of \$26,140, in effect reducing the bottom line of the entire budget by \$246.

Representative Hambrick reported on the recommendation of the Subcommittee to increase the Sheriff's budget by \$5,000, in the 4140.71, Travel, Out-of-State line. The Subcommittee believes that this amount would more accurately reflect expenditures in this line. The increase would be from \$2,000 to \$7,000.

No changes were recommended for the Dispatch Center budget of \$140,133, or the Medical Examiner budget of \$16,000.

Representative Hambrick reported that the Subcommittee recommended that under the Department of Corrections budget, line item 6100.04, Correctional Staff, \$20,000 be moved to the 6100.07, Overtime line, in order to more accurately reflect anticipated expenditures. There would be no change in the bottom line of this budget.

No changes were made to the six Jail Industries Program Contracts, totalling \$3, nor to the Jail Industries Program budget, which totalled \$82,045. It was noted that these programs are all self-sufficient, having all expenditures offset by income. There was a question on Jail Industries Program lines 6140.01, Administrator, and line 6140.03, Job Coach. Representative Hambrick responded that the Job Coach position had been eliminated, and the Administrator now performs these functions, therefore the increase of \$2,000 in this salary line.

Representative Kincaid motioned to accept the recommendations of the Criminal Justice Subcommittee, motion seconded by Representative Hambrick.

There was some discussion on the additional position for the County Attorney, as far as additional expenses not included in the budget for benefits. Representative Vincent

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also asked about the cities and towns providing the investigative services. Representative Hambrick responded that some of the cities and towns do this and some do not; however, it is a cutback in the State Police budget that initiated the addition of this position. Representative Pageotte spoke in favor of the Chief Investigator position. Representative Chagnon also spoke to the motion and asked about the impact of this additional position on next year's budget.

Representative Knowles asked if the County was eligible for Drug Forfeiture monies from the State through the Drug Prosecutor Grant to offset the new position. Executive Assistant Bower responded that he does not believe this money is available, but the Drug Prosecutor Grant will continue to be funded on a 75%/25% match to the County.

There was further discussion on the Chief Investigator position. Representatives Chagnon, Pageotte, Lundborn, McGrath spoke on this subject. There was some discussion regarding the Sheriff's travel line. Representative Hambrick requested that if the Delegation defeats the request for the Chief Investigator position, the County Attorney's request for a new phone system and computer system be put back into the Capital Expenditures portion of the budget.

Representative Chagnon moved the question. This was accepted on a voice vote. A roll call vote on the motion to accept the recommendations of the Criminal Justice Subcommittee showed the following:

YEAS: Hambrick, Knowles, Lundborn, McCann, McGrath, Pageotte, F. Torr, Vincent, and Wheeler (9 of 13).

NAYS: Callaghan, Chagnon, Kincaid, and Sullivan (4).

The motion carried 9-4.

Chairman McCann called on Representative Gilmore to give the report of the Riverside Rest Home in the absence of Subcommittee Chairperson Janet Wall.

Representative Gilmore reported that after carefully reviewing each of the Riverside Rest Home department budgets, the only change recommended was a reduction to the Administration 5100.36, Office Supplies line by \$480, changing the bottom line of this budget to \$381,586, and the total bottom line for Riverside Rest Home to \$8,992,150. He asked for any questions on the report which was sent to the Executive Committee. Most of Riverside's budget is reimbursable by Medicaid and is kept to very minimal changes. Representative Lundborn motioned to accept the recommendations of the Riverside Rest Home Subcommittee. Seconded by Representative Torr. There was a short discussion regarding the RRH budget. A roll call vote on the motion showed the following:

YEAS: Callaghan, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Sullivan, F. Torr, Vincent, and Wheeler (11 of 13).

NAYS: None.



ABSENT: Chagnon, Pageotte (2).

The motion carried unanimously, 11 voting members present.

Chairman McCann called a five minute recess.

Representative Kincaid motioned to accept the total Expenditures line, as per the recommendations of the Subcommittees, of \$20,325,191. The motion was seconded by Representative Lundborn and accepted on a roll call vote 12 to 1, as follows:

YEAS: Callaghan, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Sullivan, F. Torr, Vincent, and Wheeler (12 of 13).

NAYS: Chagnon.

Representative Pageotte motioned to accept the revised total Revenue amount of \$10,469,942. The motion was seconded by Representative Torr and passed unanimously on a roll call vote, as follows:

YEAS: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Sullivan, F. Torr, Vincent, and Wheeler (13 of 13).

NAYS: None.

Representative Torr motioned to accept the Surplus figure of \$500,000 to be applied to reducing the amount to be raised by taxation. The motion was seconded by Representative Kincaid and was accepted unanimously on a roll call vote as follows:

YEAS: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Sullivan, F. Torr, Vincent, and Wheeler (13 of 13).

NAYS: None.

Representative Chagnon motioned to accept the Amount to be Raised by Taxation total of \$9,355,249. Seconded by Representative Kincaid and passed unanimously on a roll call vote as follows:

YEAS: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Sullivan, F. Torr, Vincent, and Wheeler (13 of 13).

NAYS: None.

Chairman McCann noted that the Executive Committee's Recommendation on the 1993 County Budget was an increase of \$30,249. He then thanked all of the Chairpersons and Subcommittee members for their hard work in reviewing the budget and the Executive Committee members for attending the meeting today.



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Representative Torr asked for final figures from 1992 and Executive Assistant Bower replied that these would be completed as soon as possible as mailed to the full Delegation along with the recommendations of the Executive Committee.

Representative Kincaid moved for adjournment; the motion was seconded by Representative Wheeler and approved unanimously. With no further business, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,  
Gregory McGrath, Clerk  
Strafford County Delegation

### **STRAFFORD COUNTY DELEGATION** **MINUTES OF MEETING OF MARCH 13, 1993**

The meeting of the Strafford County Delegation to review the Executive Committee's Recommendations and approve the Strafford County 1993 Budget was called to order at 9:00 a.m. by Chairman William H. McCann in Superior Courtroom II of the Justice & Administration Building.

After a moment of silence, Representative George Brown lead the Delegation in the pledge to the flag. The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

**PRESENT:** G. Brown, J. Brown, Callaghan, Chagnon, Douglass, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Hilliard, Keans, Knowles, Loder, Lundborn, McCann, McGrath, McKinley, Merrill, Merritt, Nehring, O'Brien, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Spear, Sullivan, A. Torr, F. Torr, R. Torr, Vincent, Wall, Wasson, and Wheeler (36 of 38).

**EXCUSED:** Kincaid and Musler (2).

Also present were Commissioners George Maglaras and Roland Roberge, Executive Assistant Raymond Bower, Executive Secretary Jean Miccolo, and several members of the Public.

Representative F. Torr motioned to go into Executive Session to discuss legal matters before the Public Meeting. Seconded by Representative Wall and accepted on a roll call vote as follows:

**YEAS:** G. Brown, J. Brown, Callaghan, Chagnon, Douglass, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Hilliard, Keans, Knowles, Loder, Lundborn, McCann, McGrath, McKinley, Merrill, Merritt, Nehring, Pageotte, A. Pelletier, M. Pelletier, Snyder, Spear, Sullivan, A. Torr, F. Torr, R. Torr, Vincent, Wall, and Wheeler (33 of 36).

**NAYS:** O'Brien and Wasson (2).

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ABSENT: Rogers (1).

It was noted for the record by Chairman McCann that Representative R. Torr motioned to come out of Executive Session; seconded by Representative McGrath and passed unanimously on a voice vote.

Representative F. Torr motioned to accept the minutes of the Strafford County Delegation Public Hearing of January 22, 1993 as written. Seconded by Representative J. Brown and accepted unanimously on a voice vote.

Chairman McCann reviewed the cover letter for the Executive Committee's Recommendations to the 1993 Budget, which highlighted any changes to the Commissioners' Proposed 1993 Budget.

Representative Pageotte motioned to level fund the 1993 Budget to 1992 figures. Seconded by Representative Wasson. There was some discussion on the motion. Representatives Nehring, Wheeler, Wall, McKinley, Wasson, Lundborn, F. Torr, M. Pelletier, and Pageotte spoke to the motion. The consensus of the Delegation was to review the entire budget before acceptance. Representative Wall motioned to move the question; seconded by Representative A. Pelletier and passed on a voice vote 35 to 1.

Chairman McCann repeated the motion. He stated that voting would be by voice; if it appeared too close, a roll call vote would be taken. The motion to level fund the 1993 County budget to 1992 figures was defeated on a voice vote.

The Delegation then proceeded to review the budget, department by department. The first was Account No. 4100.00, Administration. Representative Lundborn motioned to accept the Executive Committee's recommendation for this department in the amount of \$158,132, which concurred with the Commissioners' Proposed Budget. Seconded by Representative Hashem.

There was some discussion. Representative McKinley motioned to amend the motion by reducing the bottom line by 1.5%. The motion failed for a lack of a second.

The original motion to accept the Administration budget in the amount of \$158,132 was accepted on a voice vote.

Representative Hashem motioned to accept the Executive Committee's recommendation of \$381,367 for the County Attorney's Budget. This is an increase of \$17,285 over the Commissioners' Proposed Budget. Motion seconded by Representative Gilmore. There was some discussion on this matter.

Representative J. Brown motioned to amend the original motion to accept the County Attorney's Budget by eliminating the Chief Investigator position which was approved by the Executive Committee in the amount of \$14,000. Representative R. Torr seconded the amendment to the motion by approving Account No. 4110, County Attorney's total budget, less the amount for the Investigator position.

Representative Hashem noted that the County Attorney had agreed to exchange his request for a new telephone system in the amount of \$5,181, and a new computer system in the amount of \$12,350, in order to have the new investigator. The Subcommittee and the Executive Committee agreed to accept this offer, with the Chief Investigator position line being set for a half year at \$14,000, and reducing Capital Expenditures by \$17,531.

Representatives Nehring, J. Brown, Hambrick, Pageotte, O'Brien, Keans, R. Torr, F. Torr, Lundborn, Vincent, Chagnon, and Wasson spoke to the amended motion. Representative Merritt motioned to move the question. Seconded by Representative A. Pelletier and accepted unanimously on a voice vote.

Chairman McCann repeated the motion to accept the County Attorney's budget, with the elimination of the Chief Investigator position. A voice vote was taken; at the request of the Delegation, a roll call vote was taken. The results were as follows:

YEAS: G. Brown, J. Brown, Callaghan, Chagnon, Douglass, Dunlap, Keans, McKinley, O'Brien, Spear, Sullivan, F. Torr, R. Torr, Vincent, and Wasson (15 of 36).

NAYS: Gilmore, Hambrick, Hashem, Hemon, Hilliard, Knowles, Loder, Lundborn, McCann, McGrath, Merrill, Merritt, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, A. Torr, Wall, and Wheeler (21 of 36). The motion failed 15 to 21.

Representative O'Brien asked about the Executive Committee's recommendation to increase the County Attorney's Travel line, 4110.70, by \$4,000. Representative Hambrick responded to the question by stating that this was the approximate cost of a one-year lease for a cruiser for the Chief Investigator position.

Representative Chagnon noted that this position would cost approximately \$40,000 to \$45,000 more in 1994, as it would be a full-time position next year, with benefits.

There was further discussion regarding the Chief Investigator position and the addition of \$4,000 in the Travel for a cruiser. Representative Wasson motioned to amend the original motion to accept the County Attorney's budget by reducing the Travel line by \$4,000, from \$6,000 to \$2,000. Seconded by Representative F. Torr. Representative F. Torr, McKinley, McGrath, Gilmore, Keans, Wall, G. Brown, Nehring, Callaghan, and Knowles spoke to the motion as amended. Representative McGrath moved the question; seconded by Representative Merritt. The amended motion to accept the County Attorney's Budget with a reduction to the Travel line from \$6,000 to \$2,000 was defeated on a voice vote.

Representative McGrath motioned to amend the original motion with the following reductions to line items:

- Line 4110.17, Education/Conference: Reduce by \$1,000
- Line 4110.28, Computer Consultant: Reduce by \$1,500
- Line 4110.33, Computer Expenses: Reduce by \$ 500
- Line 4110.36, Office Supplies: Reduce by \$1,000



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Line 4110.38, Postage: Reduce by \$ 500

Total Reduction to Bottom Line: \$4,500

The motion as amended was seconded by Representative F. Torr. Representatives McGrath and Merritt spoke to the amended motion. Representative Vincent moved the question; seconded by Representative Pageotte. A voice vote was taken, which ended by having a roll call vote on the motion as amended, having the following results:

YEAS: G. Brown, J. Brown, Douglass, Dunlap, Keans, McGrath, McKinley, O'Brien, Spear, A. Torr, F. Torr, Vincent, and Wasson (13 of 36).

NAYS: Callaghan, Chagnon, Gilmore, Hambrick, Hashem, Hemon, Hilliard, Knowles, Loder, Lundborn, McCann, Merrill, Merritt, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Sullivan, R. Torr, Wall, and Wheeler (23 of 36).

The motion failed 13 to 23.

Representative A. Torr suggested that if any cuts are to made, they be made to the bottom line of each department, rather than individual lines and allow the department head/Elected Official or the Commissioners to recommend cuts in individual lines. There was some discussion on this suggestion.

The original motion to accept the County Attorney's budget as per the Executive Committee's recommendation was moved by Representative McGrath, seconded by Representative Pageotte. Motion to move the question was accepted on a voice vote.

A voice vote on the original motion to accept the County Attorney's budget in the amount of \$381,367 was taken and the motion was accepted unanimously.

Representative Lundborn motioned to accept the Executive Committee's recommendation for Account No. 4118, Drug Prosecutor Grant in the amount of \$45,035. The Executive Committee's recommendation agreed with the Commissioners' Proposed Budget. Seconded by Representative Keans and accepted unanimously on a voice vote.

Representative Merritt motioned to accept the Executive Committee's recommendation for Account No. 4120, Registry of Deeds, in the amount of \$245,735, which concurs with the Commissioners' recommendation. Seconded by Representative Lundborn. Representative Wasson spoke to the motion stating that since the Registry's anticipated income is such a large amount, the Deeds' budget should be level funded to last year's bottom line. There was also some discussion on the increase to line 4120.04, Clerical Staff, which is for a three-quarter position. It was noted that in 1989 a position was cut from the Deeds Office due to a slow down in workload. At this time, the office's workload has increased substantially and the need to reinstate at least a three-quarter position was requested by the Register.



Representative Lundborn moved the question. Seconded by Representative McGrath and accepted unanimously on a voice vote. The motion to accept the Executive Committee's recommendation for the Registry of Deeds' budget in the amount of \$245,735 was called, and passed unanimously on a voice vote.

Representative Hambrick motioned to accept the Executive Committee's recommendation for Account No. 4140, Sheriff's Department in the amount of \$421,076. She noted that the only change from the Commissioners' recommendation was an increase to line 4140.71, Travel Out-of-State, in the amount of \$5,000, from \$2,000 to \$7,000, which was made in order to more accurately reflect actual expenses in this line, based on 1992 fourth quarter figures. The motion was seconded by Representative Vincent and was accepted unanimously on a voice vote.

Representative Nehring motioned to accept the Executive Committee's recommendation for Account No. 4141, Dispatch in the amount of \$140,133, the same recommendation made by the Commissioners'. Seconded by Representative McGrath and accepted on a voice vote. It was noted that Representative Keans voted in the negative on this motion.

Representative J. Brown motioned to accept the Executive Committee's recommendation for Account No. 4150, Medical Examiner in the amount of \$16,000, which agrees with the Commissioners's recommendation. The motion was seconded by Representative R. Torr and accepted unanimously on a voice vote.

Representative McGrath motioned to accept the Executive Committee's recommendation for Account No. 4160, J&A Maintenance, in the amount of \$264,294, the same amount recommended by the Commissioners. The motion was seconded by Representative Snyder. There was a question regarding the increase over last year's request in line 4160.60, Electricity by Representative Wasson. The response was that there was no additional kilowatt usage, the increase was due to an increase in the rates charged by Public Service Company of New Hampshire.

The question to accept Account No. 4160, J&A Maintenance in the amount of \$264,294 was moved. The motion was called and passed unanimously on a voice vote.

Representative Merrill motioned to accept the Executive Committee's recommendation for Account No. 4190, Human Services Department, in the amount of \$5,049,648, an increase of \$22,500 over the Commissioners' recommendation. The motion was seconded by Representative J. Brown.

Representative M. Pelletier asked for an explanation of the increase in line item 4190.56, Intermediate Nursing Care. Representative Knowles explained that this was increased by \$22,500 at the request of the Commissioners. Due to a change in Federal Veterans Administration's rules and regulations, spouses of Veterans currently receiving benefits will no longer be eligible to receive these benefits as of April 1, 1993. Therefore, the County and the State must absorb these costs due to a reduction in the income received by residents in nursing homes which is used to offset Medicaid billings. This change results in an estimated increase in this line of \$22,500, changing the total of this line to \$3,562,500, and increasing the Human Service bottom line to \$5,049,648. Representatives R. Torr, McGrath, and Wasson spoke to the motion.

It was further explained that line item 4190.56, Intermediate Nursing Care, is the County's share of the cost for nursing home care of Strafford County residents, i.e. if an individual's last place of residence was in Strafford County, the County is responsible for its' share of the nursing home costs at any nursing home within New Hampshire.

With no further discussion, the motion to accept the Human Service Department appropriation of \$5,049,648 was accepted on a voice vote.

Representative Hambrick motioned to accept the Executive Committee's recommendation for Account No. 6100, Department of Corrections, in the amount of \$2,212,906, which is the same amount recommended by the Commissioners. The motion was seconded by Representative Snyder.

Representative Vincent asked about the changes to line items 6100.04, Correctional Staff, and 6100.07, Overtime. Representative Hambrick responded that the Subcommittee had recommended moving \$22,000 from the .04 line to the .07 line to more accurately reflect actual expenses. No change was made to the bottom line.

Representative Vincent asked why the amount being allocated for line item 6100.51, Meals, was so much higher than was actually expended for year end 1992. Executive Assistant Bower was asked to respond to this question. He stated that the amount recommended by the Commissioners is for three meals a day, at full capacity for the House of Corrections, year round. This figure has an offsetting revenue figure in the Rest Home Income section; therefore, if it is reduced in the Corrections' budget, it would have to be reduced in the Income budget.

Representative R. Torr asked about the recommended increase over 1992's appropriation in line item 6100.18, Education and Rehabilitation of Inmates. He motioned to level fund this amount to the 1992 figure of \$9,635. Seconded by Representative G. Brown. Representatives R. Torr, Nehring, Rogers, and Wasson spoke to the motion. Representative Nehring noted that this money is used for programs which educate inmates in order to lower the recidivism rate at the Jail and which are mandated by law. With no further discussion, the motion failed on a voice vote.

Representative Keans asked for further clarification on line items 6100.04, Correctional Staff and 6100.07, Overtime.

With no further discussion, the original motion to accept the budget for Account No. 6100 in the amount of \$2,212,906 was called and passed on a voice vote.

Representative Keans motioned to accept the Executive Committee's recommendation for Account No. 6130, Jail Industries Program I, in the amount of \$1. Motion seconded by Representative McGrath and accepted unanimously on a voice vote. Representative McGrath motioned to accept the Executive Committee's recommendation for Account No. 6131, Jail Industries Program II, in the amount of \$1. Motion seconded by Representative Loder and accepted unanimously on a voice vote.

Representative McGrath motioned to accept the Executive Committee's recommendation for Account No. 6132, Jail Industries Program III, in the amount of \$0. Motion seconded by Representative Loder and accepted unanimously on a voice vote.

Representative Wasson motioned to accept the Executive Committee's recommendation for Account No. 6133, Jail Industries Program IV, in the amount of \$0. Motion seconded by Representative Hashem and accepted unanimously on a voice vote.

Representative Hashem motioned to accept the Executive Committee's recommendation for Account No. 6135, Jail Industries Program V, in the amount of \$0. Motion seconded by Representative Hambrick and accepted unanimously on a voice vote.

Representative Callaghan motioned to accept the Executive Committee's recommendation for Account No. 6136, Jail Industries Program VI, in the amount of \$1. Motion seconded by Representative Hashem and accepted unanimously on a voice vote.

Representative Snyder motioned to accept the Executive Committee's recommendation for Account No. 6140, Jail Industries Program, in the amount of \$82,045. Motion seconded by Representative Hambrick.

Representative R. Torr asked about the \$2,000 increase to line 6140.01, Administrator, over last year's budget. It was explained by Representative Hambrick that the Administrator now performs the duties of the formerly performed by line 6140.03, Job Coach, which is budgeted at \$0, in addition to her own duties.

Representative Knowles asked about the increase to line 6140.93, Medical Insurance Expense, from \$1,500 last year to \$3,000 this year. At the request of the Chairman, Executive Assistant Bower explained that this was due to the addition of the two Supervisors to the insurance plan. He also noted that this budget, as well as all of the other Jail Industries Programs, are self-sufficient, with expenses being totally offset by income; the County has actually earned money from these programs.

With no further discussion, the motion passed on a voice vote.

Representative Callaghan motioned to accept Resource Agencies Account Nos. 8360.01, Extension Service, for \$134,211 and 8360.02, Soil Conservation District for \$19,000. Seconded by Representative F. Torr.

Representative Wheeler asked for an explanation of the increases to these lines over last year's budget. Representative Vincent responded that a footnote for the Soil Conservation District's budget will be added stating that up to \$5,000 of this allocation is to be used as a dollar for dollar match with the District for any funds raised in excess of the District's \$6,500 projected fund raising amount. Therefore, if the District raises \$6,600 in funds, the County would pay the initial \$14,000 allocation, plus an additional \$100 in matching funds, up to \$5,000. The \$14,000 will still be distributed in equivalent monthly installments, as is currently the case. Executive



Assistant Bower was asked to respond to the increase in Extension's budget. He stated that Extension's budget was decreased in 1992 as they received monies from a grant to offset the difference in the County funding. This year, they will not be receiving grant monies and requested that their funding be level funded to the 1991 rate. There was further discussion and the motion was called.

The motion to accept the Resource Agencies funding in the total amount of \$153,211 was accepted on a voice vote.

Representative Wasson motioned to accept line items 9100, Debt Accounts: 9100.01, Interest on Temporary Loan \$199,987; 9100.02 Interest on Bonded Debt-RRH \$119,384; 9100.03, Principal on Bonded Debt-RRH \$238,437; 9100.04, Interest on Bonded Debt-Courthouse \$68,410; and 9100.05, Principal on Bonded Debt-Courthouse \$591,563, all together totaling \$1,217,781. He noted that County Treasurer Crocco does an excellent job for the County in keeping costs down and getting the best interest rates possible.

The motion to accept the total for Debt Accounts in the amount of \$1,217,781 was seconded by Representative McGrath and was accepted unanimously on a voice vote.

Representative Callaghan motioned to accept line items 9200, Insurances: 9200.01, Health Insurance \$528,927; and 9200.93, General Insurances \$110,232, for a total J&A Insurances of \$639,159. Seconded by Representative Snyder.

Representative Vincent noted that the Commissioners' should look into have employees pay a portion of the health insurance line. Executive Assistant Bower was asked to respond and stated that County employees will be sharing in these costs this year through payroll deductions for health insurance.

With no further discussion, the motion to accept the Insurances for J&A in the amount of \$639,159 passed on a voice vote.

Representative Wheeler motioned to accept the total for Non-County Agencies of \$271,376. Seconded by Representative Wall.

Representative Wheeler motioned to amend the motion by increasing the amount allocated to Community Action by \$2,000, from \$38,000 to \$40,000. The motion was seconded by Representative Chagnon. Representative J. Brown stated that she serves on the Board for Community Action; Representative Sullivan stated that he also serves on this Board.

Representatives A. Torr, Wheeler, J. Brown, Wasson, Wall, Vincent, F. Torr, Merrill, McKinley, M. Pelletier, Chagnon, Pageotte, Gilmore, Merritt, R. Torr, Nehring, Hashem, and Spear spoke to the motion. It was noted that this motion was made by the Executive Committee and ended with a tied vote to increase funding for Community Action. The question was moved by Representative Callaghan; seconded by Representative Pageotte.

The motion to increase funding for Community Action by \$2,000, from \$38,000 to \$40,000 was called, and on a roll call vote had the following results:



**YEAS:** J. Brown, Chagnon, Gilmore, Hambrick, Hemon, Hilliard, Loder, McCann, McGrath, Merrill, Merritt, O'Brien, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Sullivan, and Wheeler (19 of 36).

**NAYS:** G. Brown, Callaghan, Douglass, Dunlap, Hashem, Keans, Knowles, Lundborn, McKinley, Nehring, Spear, A. Torr, F. Torr, R. Torr, Vincent, Wall, and Wasson (17 of 36).

The motion to increase Community Action's funding from \$38,000 to \$40,000 passed 19 to 17.

The Chair called a five minute recess.

Representative Wheeler asked if necessary, can the budget be amended during the course of the year. Executive Assistant Bower was asked to speak on this matter. He responded that the Executive Committee can be requested to transfer monies within the existing budget; they could not allocate more monies to be expended than the amount approved by the Full Delegation. However, the Chairman may call the full Delegation back to request a Supplemental Budget Appropriation.

Representative Wheeler motioned to add the following statement to Account No. 9350.03, Homemakers of Strafford County:

"Given the possibility of litigation involving the contract with the current vendor, this appropriation is not intended to bind the County Commissioners' to any specific vendor of homemaker-type services."

The motion was seconded by Representative Lundborn. Representative Wheeler noted that this addendum is just a matter of clarification. The motion was re-read by Chairman McCann and passed unanimously on a voice vote.

Representative Pageotte motioned to amend the original motion by increasing the Homemakers of Strafford County's allocation to \$157,000, with the cost per unit being increased to \$2.95. The motion was seconded by Representative Hilliard.

Representatives Wasson, Lundborn, Keans, Vincent, Wheeler, M. Pelletier, J. Brown, O'Brien, Wall, Hemon, Spear, and Callaghan spoke to the motion. The consensus was that the Homemakers provide an excellent service to the residents of Strafford County. On a point of clarification, Chairman McCann stated that the portion of the motion regarding a change in cost per unit for services could only be made as a recommendation to the Commissioners. With no further discussion, the motion was called and a roll call was taken on the motion, with the following results:

**YEAS:** G. Brown, J. Brown, O'Brien, Pageotte, and Wasson (5 of 36).

**NAYS:** Callaghan, Chagnon, Douglass, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Hilliard, Keans, Knowles, Loder, Lundborn, McCann, McGrath, McKinley, Merrill, Merritt, Nehring, A. Pelletier, M. Pelletier, Rogers, Snyder, Spear, Sullivan, A. Torr, F. Torr, R. Torr, Vincent, Wall, and Wheeler (31 of 36).

The motion to increase the Homemakers' funding to \$157,000 was defeated 5 to 31.

Representative M. Pelletier moved to amend the original motion to fund Dover Adult Learning Center in the amount of \$1,525. Seconded by Representative McGrath.

Representatives Keans, Callaghan, Merritt, Wasson, Rogers, Hemon, Lundborn, Pageotte, Wall, O'Brien, and Chagnon spoke to the motion. The question was moved. A roll call on the motion as amended had the following results:

**YEAS:** Gilmore, Hambrick, Hemon, Loder, O'Brien, Pageotte, A. Pelletier, M. Pelletier, Rogers, Wasson, and Wheeler (11 of 36).

**NAYS:** G. Brown, Callaghan, Chagnon, Douglass, Dunlap, Hashem, Hilliard, Keans, Knowles, Lundborn, McCann, McGrath, McKinley, Merrill, Merritt, Nehring, Snyder, Spear, Sullivan, A. Torr, F. Torr, R. Torr, Vincent, and Wall (24 of 36).

**ABSENT:** J. Brown (1).

The motion to fund Dover Adult Learning Center in the amount of \$1,525 was defeated 11 to 24.

Representative Pageotte motioned to move the original motion, as amended with the \$2,000 increase to Community Action, in the amount of \$273,376.00. The motion was seconded by Representative Gilmore. There was some discussion on the funding policies for the Non-County Agencies. Motion to move the question failed.

Representative R. Torr motioned to amend the original motion by zero funding any new agency request, which would include the lines for Victims, Inc., Strafford Guidance, Center, Dover Adult Learning Center, and Strafford Hospice, which would decrease the budget by \$26,601. The motion was seconded by Representative McGrath.

Representatives R. Torr, Loder, Wall, McKinley, Wasson, Gilmore, Merritt, Wheeler, Lundborn, J. Brown, Vincent, Hashem, Chagnon, and McGrath spoke to the motion.

Representative Hilliard moved the question. Seconded by Representative McGrath. The motion to zero fund the new agencies was defeated on a roll call vote as follows:

**YEAS:** G. Brown, J. Brown, Callaghan, Chagnon, Douglass, Dunlap, Hilliard, Keans, McKinley, Nehring, Sullivan, A. Torr, F. Torr, R. Torr, Vincent, Wall, and Wasson (17 of 36).

NAYS: Gilmore, Hambrick, Hashem, Hemon, Knowles, Loder, Lundborn, McCann, McGrath, Merrill, Merritt, O'Brien, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Spear, and Wheeler (19 of 36).

The motion to zero fund new Non-County agencies failed 17 to 19.

Representatives Gilmore, Knowles, and Merrill stated that they serve on the Board of Directors for Strafford Hospice. Representative Hambrick noted that she is on the Board for Victims, Inc.

Representative F. Torr motioned to move the original question to accept the Executive Committee's recommendation for Non-County Agencies, plus the accepted amendment to the motion increasing Community Action by \$2,000, for a total bottom line for the Non-County Agencies of \$273,376. The motion was seconded by Representative Wall.

Representative F. Torr noted that he recognizes the hard work done by the Subcommittee and the Executive Committee in reviewing the budget. Representative Keans spoke to the motion. Representative Pageotte moved the question; seconded by Representative McGrath.

The original motion to accept the Executive Committee's recommendations for the Non-County Agencies, as amended with the increase to the Community Action line of \$2,000, for a total appropriation of \$273,376 was called on a voice vote. The motion carried.

Representative McGrath motioned to accept the Executive Committee's recommendation to fund Account No. 9370, County Convention in the amount of \$4,000, and Account No. 9900, Contingency in the amount of \$5,000. The motion was seconded by Representative Merrill and accepted unanimously on a voice vote.

Representative Rogers motioned to accept the Executive Committee's recommendation for the Account No. 9902.01, Capital Expenditures-J&A in the amount of \$26,140. Seconded by Representative Snyder and accepted unanimously on a voice vote.

Representative R. Torr motioned to reinstate in the Capital Expenditures line the County Attorney's request for a phone system in the amount of \$5,181 and a computer system in the amount of \$12,350. Seconded by Representative Lundborn.

There was some discussion on this matter. It was noted that the County Attorney had agreed to the removal of these items from the budget in exchange for the Chief Investigator position.

With no further discussion, the motion was called and was defeated on a voice vote.

Representative Pageotte motioned to accept the bottom line for the Justice and Administration portion of the budget, as amended, with total expenditures of \$11,335,041. Seconded by Representative Merritt and passed on a voice vote, 29 to 7.



Those voting in the negative to the motion were as follows: Representatives Callaghan, Douglass, Keans, A. Torr, F. Torr, R. Torr, and Wasson.

Representative Lundborn motioned to accept the bottom line for expenditures for the Riverside Rest Home budget in the amount of \$8,992,150. Seconded by Representative Callaghan.

Representative Wall commended the Administrator of the Riverside, Mr. Bower, and the work of her Subcommittee which reviewed the Riverside budget.

Representative Wasson motioned to amend the motion by reducing the total expenditures for Riverside Rest Home by the amount of the Surplus, \$500,000. The motion failed for lack of a second.

The original motion to accept the bottom line for Riverside in the amount of \$8,992,150 was called. The motion carried on a voice vote, 34 to 2, with Representatives Vincent and R. Torr voting in the negative.

Representative McGrath motioned to accept the total Expenditures for the 1993 County Budget in the amount of \$20,327,191, the total Revenues in the amount of \$10,469,942, the Surplus figure of \$500,000, and the Total to Be Raised by Taxation in the amount of \$9,357,249. The motion was seconded by Representative Snyder. Chairman McCann clarified the motion by stating that by voting in the affirmative would be in favor of adopting the budget as presented by the Executive Committee, as amended with the \$2,000 increase to Community Action. A roll call on the motion showed the following:

YEAS: G. Brown, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Knowles, Loder, Lundborn, McCann, McGrath, Merrill, Merritt, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Wall, and Wheeler (21 of 36).

NAYS: J. Brown, Callaghan, Chagnon, Douglass, Hilliard, Keans, McKinley, O'Brien, Spear, Sullivan, A. Torr, F. Torr, R. Torr, Vincent, and Wasson (15 of 36).

The motion to accept the Executive Committee's recommendations, as amended carried 21 to 15.

Representative Pageotte noted that some thought be given to the support of Strafford County agencies in the future.

With no further discussion, Representative McGrath motioned to adjourn the meeting at 1:20 p.m. The motion was seconded by Representative Hashem and passed unanimously on a voice vote.

Respectfully submitted,  
Gregory McGrath, Clerk  
Strafford County Delegation



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### **STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MINUTES OF MEETING OF MAY 7, 1993**

The meeting of the Strafford County Delegation's Executive Committee to review the First Quarter Budget Report and to approve Tax Anticipation Note Borrowing of up to \$4,350,000 was called to order by Chairman William McCann. After a moment of silence, the Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

**PRESENT:** Callaghan, Chagnon, Hambrick, Kincaid, Knowles, McCann, McGrath, Pageotte, Rogers, Sullivan, Vincent, Wall and Wheeler (13 of 15).

**EXCUSED:** F. Torr (1).

**ABSENT:** Lundborn (1).

Also present were Commissioner George Maglaras, Executive Assistant Raymond Bower, and County Treasurer Charles Crocco.

The purpose of the meeting was to review the first quarter of the fiscal year. Chairman McCann requested that they go through this report page by page and answer any questions.

The first account was Account #4100.01-.97, Administration. Chairman McCann stated that there was a comment line #16 concerning Unemployment Insurance. Representative Rogers asked if the County still pays bar dues for the lawyers and not paying the dues for the social workers, physical therapists, etc. Executive Assistant Bower stated that the only dues that are budgeted to be paid are the bar dues for the County Attorney's Office.

Representative Wheeler asked what the rationale was for the bar dues being budgeted for attorneys. Executive Assistant Raymond Bower explained that the County Attorney asked that this be part of his budget and part of the compensation package for his attorneys and that has been approved historically by the Subcommittee, the Executive Committee, and the Full Delegation.

Representative Callaghan questions line 4110.37. Dues, Licenses, Subscriptions and asked if that amount was a one-time expense. Executive Assistant Bower confirmed that this was a one-time expense and would not come up again.

Account #4110.01-.97, County Attorney: Representative Wheeler questioned the amount expended in Account 4110.25, Prosecution Costs and asked if this is expected to be continued at this rate, in which case it will run out of money. Executive Assistant Bower explained that it was impossible to tell. The expenses incurred vary on a case by case basis. He explained that last year storage charges were the reason that this line item was so high.

Account #4118.01-.97, Drug Prosecutor: No questions on this account.

Account #4120.01-.97, Registry of Deeds: No questions on this account.

Account #4140.01-.98, Sheriff: Representative Chagnon questioned why the Sheriff was running over this year. Executive Assistant Bower explained that there was an advanced payment on his lease vehicles. he also explained that the McCue murder trial generated a great deal of costs.

Account #4141.01-.97, Dispatch: Representative Vincent questioned the overtime line, 4141.07. Executive Assistant Bower explained that the workman's compensation employee is back to work and the new hire in on-line and trained so things should be back to normal.

Account #4150.28, Medical Examiner: No questions on this account.

Account #4160.01-.97, J&A Maintenance: Representative Chagnon questioned line item #4160.60, Electricity. Executive Assistant Bower explained that the heating costs in the winter are astronomical. In the coming months, the costs should drop to half the amount expended already.

Representative Knowles inquired as to changing the type of heating system we now use and inquired about the air conditioning unit. Executive Assistant Bower explained that the cost in April will run approximately \$6,000 to \$7,000 a month; in July and August, because the windows do not open, it will go to about \$8,000 to \$9,000 a month; in November it will climb to around \$10,000; and in December it will be approximately \$12,000 until January, providing there are no rate adjustments. Executive Assistant Bower explained that approximately three (3) years ago he had inquired into changing the heating system over. There was an energy audit done on this building, it was suggested at that time that we convert to gas. The gas company was contacted and we were not in their plans to come out in this direction. He then checked into using bottled gas. Economically, bottled gas is as expensive as electricity. When the sewer line was installed, the County offered to trench for the gas company next to the sewer lines at no cost to the gas company so that the line could be run out here. The gas company would not agree to this as it was not in their plans.

Account #4190.01-.97, Human Services: Representative Wheeler had a question on the footnote. She asked if the APID line #4190.55 was expected to keep increasing. Executive Assistant Bower advised that he expects that this line item will be stable.

The subject of House Bills 613 and 614 which just passed the House of Representatives was brought up. Representative Knowles asked if there was a possibility that this could be an unfunded mandate for the County. Executive Assistant Bower advised that one option would be to approach the Governor to see if the counties could be exempt from their share of the new clients that would be eligible for this should the bill pass. If that wasn't possible, to maybe consider approaching it as an unfunded mandate. Another possibility would be to submit it through the Attorney General's Office to determine if it falls under the unfunded mandate category.

Commissioner Maglaras commented that the Supreme Court in a number of cases with municipalities has ruled on this matter (for example, Dover went through

something similar). It is simply an expansion of an existing program and, therefore, is not considered an unfunded mandate. Counties in general have never taken a case of this nature to Court, but you would have to assume that the result would be the same.

Executive Assistant Bower stated that the purpose of the letter that was sent to the Delegation was to inform them that the County takes no position on this bill and that by expanding the program the County will be responsible for the cost.

Representative Rogers asked if there was an aggressive program to see if people on APTD are eligible for Ssi or Social Security Disability. Executive Assistant Bower informed Representative Rogers that in these types of programs, the County has no say in interviewing applicants, they don't determine eligibility criteria. All the County does is verify residency and pay the bill. In Intermediate Nursing Care and Board and Care of Children, the County has more say in those two programs, but in Old Age Assistance, it is entirely a State function to determine eligibility criteria within Federal guidelines.

Account #6100.01-.97, Department of Corrections: No questions on this account.

Account #6130.04-6130.37, Jail Industries: Representative Wheeler asked if the Jail Industries expenditures is offset by the Program's generated revenues, is visible anywhere in the budget. Executive Assistant Bower stated that she could find that information on the Revenue page in a variety of line items.

Executive Assistant Bower went on to explain that it was mandated by a vote of the Delegation when the program was instituted that the program be self-sufficient and not be dependent on the County tax dollar. Executive Assistant Bower explained that there was a cost analysis done which broke down each account with an explanation of how it worked. He stated that he would mail copies of that analysis in order to help them to better understand how the programs work.

Representative Wheeler suggested that it would be nice to see the totals and make comparisons of revenues and expenditures. Executive Assistant Bower said that it will show up in the next quarterly report.

Account #6140.01-.97, Jail Industries Program: No questions.

Account #8360, Resource Agencies: No questions.

Account #9100.01-.05, Debt Accounts: No questions.

Account #9350.00, Non-County Agencies: Executive Assistant Bower gave an update on the situation concerning Homemakers and he advised the Delegation that there is a meeting currently scheduled for Wednesday, May 26, 1993.

Representative Wheeler asked if all of those conversations regarding meeting schedules were in writing. Executive Assistant Bower explained that everything was in writing and he would be happy to provide the members of the Delegation with copies of all correspondence.



Representative Knowles questioned whether or not the Day Out Program was in jeopardy or if that was a separate entity. Executive Assistant Bower confirmed that that was a separate entity and that Strafford County has not contracted anything with Homemakers.

Representative Pageotte requested a copy of the correspondence relating to Homemakers and was told that he would be provided with one.

Account #9902.00, Capital Expenditures: Representative Wheeler asked how much it was going to cost the County to comply with the Americans with Disabilities Act. Executive Assistant Bower explained it would cost nothing other than the amount on the report. He explained that there are a few minor things that needed to be done in the Courthouse, which are being completed.

Account #5100.01-.97, Riverside Rest Home Administration: No questions on this account.

Account #5120.01-.97, Purchasing: Representative Pageotte questioned the amount expended on line item #.29. It was explained that this cost is one half of the amount of the service contract for the copy machine.

Account #5130.01-.97, Dietary: No questions on this account.

Account #5140.01-.97, Nursing, and Account #5145.01-.97, Resident Services: Representative Wall asked for an explanation on line item #.11, Dental Insurance. Executive Assistant Bower explained that the County pays dental expenses for all employees. Representative Wall then asked if the employees paid for any portion of their insurance. Executive Assistant Bower explained that employees do not pay for dental.

Representative Wall asked about the health insurance package, whether it was part of the medical coverage package or a separate policy. Executive Assistant Bower explained that the dental insurance was through Delta Dental.

Representative Knowles asked if the dental coverage for employees was on a contributory basis for employees. Executive Assistant Bower explained that it is paid completely for full-time employees and it is on a contributory basis for part-time employees.

Representative Knowles then inquired as to whether there will be any problems with the Overtime line item. Executive Assistant Bower stated that this line item will probably exceed the appropriated amount and explained that a minimum/maximum staffing pattern was established at the nursing home. They have a ideal pattern, that means that they are full hired and fully staffed. If they drop below that, then that is acceptable, but that is the minimum acceptable. If they drop below that, then they try to fill the shift with part-time people first, as they do not have to pay overtime. If that does not work, then it calls for overtime. The nursing home is spending at a lesser rate than in the past.

Account #5150.01-.97, Maintenance: No questions on this account.



Account #5160.01-.97, Laundry & Sewing; Account #5170.01-.97, Housekeeping; Account #5180.23-.29, Physician & Pharmacy: No questions on these accounts.

Account #5190.01-.97, Staff Education; Account #5191.01-.97, Physical Therapy: Representative Chagnon questioned the Physical Therapy account and asked if there were people on Medical in physical therapy. Executive Assistant Bower explained that these people are all Medicaid eligible, so it is part of the return money on the cost report.

Account #5192.01-.81, Occupational Therapy/Activities; and Account #5195.01-.97, Social Services: No questions on these accounts.

Insurances - RRH, Capital Expenditures, Revenues, etc.: Representative Knowles asked if the revenues were down a little bit. Executive Assistant Bower explained that if you add in the pending income, the line item is actually in line. He stated that the nursing home is actually \$26,000 above projections through the first quarter. The House of Corrections is \$22,000 above revenue. The Registry of Deeds Office is behind last year by about \$7,000, but is on budget because the estimate of revenue for Deeds was lowered because they expected a slow year. They will budget on interest income.

Estimate of Revenue and Riverside Rest Home - Detail: Representative Rogers had a question on Account #9080.00, New Hampshire Job Training Council. She wanted to know if this line item was for an attorney. Executive Assistant Bower explained that it was a contract that the County has with the New Hampshire Job Training Council for the training of inmates.

Representative Pageotte asked about line item #4036.00, GFS Contract. Executive Assistant Bower explained that it is just a product of the computer and the computer automatically calculates the anticipated percentage.

Representative Pageotte made a motion to accept the first quarter budget, which was seconded by Representative Callaghan. No discussion. The motion passed unanimously.

Chairman McCann called on Treasurer Crocco, who read a letter addressed to Chairman McCann explaining the need for a loan in anticipation of taxes in the amount of \$4,350,000 and so recommending (copy of letter attached to minutes).

Chairman McCann moved for a motion to authorize tax anticipation notes not to exceed \$4,350,000. Motioned by Representative Callaghan, seconded by Representative Kincaid.

Representative Chagnon asked if all the communities in the County go on semi-annual billing. Executive Assistant Bower explained that the Legislature addressed the subject of the counties collection of taxes and made it later. The County collects once a year and feels that it is better this way.

The Clerk called the roll on the motion to authorize tax anticipation notes. The motion passed on a vote of 13-0.

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Executive Assistant Bower explained that the County needs a new truck mainly for snow removal. They had to hire someone to come in and plow this past winter. Feels it would be less expensive to replace the truck with a new vehicle instead of trying to purchase a used one. He requested permission to go out to bid sometime in June for a new truck and acquire the vehicle by September or October, make payments for the vehicle out of Contingency for October, November, and December, and then pay the vehicle off by budgeting for the balance. the estimated cost of the vehicle would be about \$17,000 or \$18,000 for a total purchase price.

Representative Chagnon asked what the amount is in the Contingency fund. Executive Assistant Bower stated that there was \$5,000 in that account.

Representative Callaghan asked if the County goes out to bid for County dealers. Executive Assistant Bower explained that everything appears in the local paper, along with mailings to local dealers in the area. He then asked if would look into the possibility of a State bid. Executive Assistant Bower acknowledged that they will look into that possibility.

Representative Wall made a motion to authorize the County Administrator to go out to bid on a 1-ton pick-up truck with a cap of \$18,000. The motion was seconded and passed unanimously on a voice vote.

Executive Assistant Bower explained that the phone system in the Registry of Deeds is once again not working. He asked if the Delegation wished to go back to the option of replacing the County Attorney's phone system and given that system to Deeds, which would also entail another \$1,500 to transfer the system, or to buy a system outright for Deeds which is about \$4,300.

Representative McGrath asked if there was some sort of person who may be able to combine all the office in the building on one phone system. Executive Assistant Bower explained that the costs of that would be astronomical.

Representative Vincent asked if there are businesses where the County may be able to purchase a phone system. Executive Assistant Bower said they would certainly look into it.

Representative Callaghan asked if this was authorized, would the County go out to bid on one option or on a number of different options. Executive Assistant Bower stated that it all depended on what was appropriated.

Representative McGrath made a motion to have the County Commissioners review the options and seek approval for what they feel is best at the next meeting. Seconded by Representative Callaghan.

Representative Chagnon asked how much time before a decision is made on the phone system. Executive Assistant Bower stated that at the next meeting, which would be August, or there is a possibility of scheduling a special meeting, or Executive Assistant Bower suggested that he travel to Concord to meet with the Delegation at the end of June to discuss these options. Everyone was in favor of the motion and it carried unanimously.

After a brief recess, the Strafford County Delegation's Executive Committee continued. Chairman McCann briefly outlined the contents of his report concerning the criteria and selection of the Pease Development Authority (PDA) nominee.

Representative Wheeler made a motion to accept the report and place it on file. The motion passed unanimously.

Representative Wall addressed concerns as far as everyone's understanding of what has been accomplished so far and requested that Chairman McCann go over the procedure and advise the Executive Committee of what stage they are currently at.

Chairman McCann advised the Executive Committee that there were eleven (11) names submitted. A mailing was done to each city and town within Strafford County in an effort to obtain more nominees. The 11 nominees were reviewed and it was narrowed down to three (3) candidates.

Representative Pageotte stated that he never saw a list of representatives on the Policy Committee and requested that Chairman McCann inform him of the members. Chairman McCann informed him that it was sent out with the list of Subcommittees.

Representative Chagnon advised that when the list of Delegation Subcommittee was mailed out to the Executive Committee members back in January, the Policy and Procedures Subcommittee was on that list. Representative Chagnon read a brief paragraph explaining the Policy and Procedures Subcommittee's duties and then proceeded to read the names of the Subcommittee members: Representatives William McCann, Katherine Wheeler, Sandra Keans, William Knowles, Arthur Pelletier, Clair Snyder, and Janet Wall.

Representative R. Torr questioned why the entire Executive Committee was not involved in at least hearing from the 11 nominees. He expressed his interest in wanting to participate in the selection of a representative for the PDA. He wanted to know what the process of elimination was and how they arrived at these 3 nominees and why the others were eliminated.

Chairman McCann stated that any member of the Delegation can sit in on any interview to take place. No one was excluded deliberately from what took place in the past. Representative R. Torr inquired as to when the last meeting was and where it was posted. Chairman McCann stated that the meeting was in the calendar in Concord because of everyone's workloads. Representative R. Torr asked if it was possible for the Delegation as a whole to receive a note stating the meeting time and place.

Representative R. Torr requested that the Delegation inform the Executive Committee who the 11 nominees are. Chairman McCann stated that this information was in the report. Representative Torr was given a copy of that report, along with a copy of a letter to Representative R. Torr and a copy of Attorney Soldati's legal opinion.

Senator Shaheen stated that she felt that she was not involved in the process of selecting the 3 current candidates and would like to go back and question the



committee as to how they arrived at the 3 current nominees. She would also like to hear from some of the applicants and see if there are any others that might be interested. She further suggested using the media to solicit public response and to hopefully obtain more names for this position.

Senator Lovejoy agreed with Senator Shaheen and requested that the Senators review the resumes of the 11 applicants and add their input and selection of candidates. He is reluctant at this point to accept the 3 nominees because of his lack of involvement.

Chairman McCann stated that he will provide the four Senators with copies of the resumes and reminded the Senators that if they have any names they wish to add, he has no objection.

Representative Chagnon suggested getting the Executive Committee together with the four Senators, have the nominees be interviewed before the Executive Committee and the Senators.

Representative Keans voiced her disappointment that there were only 11 names on the list for PDA representative. She was not in favor of opening up this position to the public unless an individual was nominated by a body which is considered to be a community involved group.

Representative Wheeler agreed with Representative Keans and felt that a lot of people who, in her opinion, would have been qualified for this position but felt that they didn't have the time. Representative Wheeler would like to re-interview the applicants and interview any new nominees.

Representative Wall felt that this committee should move forward. She was not in favor of going back to the beginning of the process.

Representative Pageotte went to General Electric and tried to get the General Manager to participate. Unfortunately, he lives in Hampton. He then contacted Thompson Center Arms, Bob Gustafson from Rochester, and he did not have the time. All the people he contacted stated that they did not have the time to spend on this position.

Representative Knowles stated that they adopted the list of criteria attached to this report as a committee and that is what the committee is using as a guide to interview potential candidates. Representative Knowles contacted 4 people who he felt would be capable of serving in this capacity and stated that none of them had the time to do it. Hew also stated that he arrived at the meeting late and the committee already had it narrowed down to 3 candidates. When the committee asked if Representative Knowles would agree to the 3 candidates that were chosen, he agreed wholeheartedly. In turn, all 3 were questioned for over an hour with good response. He strongly suggested that these 32 people be brought before the Executive Committee.

Senator Lovejoy requested that the Senators be able to "catch up" and that they review the resumes and let him have an opportunity to suggest someone. He felt that if he is to share in the responsibility, he would like an opportunity to catch up and review the resumes himself.



Representative McGrath stated that this was a new process and feels that some mistakes were made. He suggested another round of interviews that would be open to all and that all the nominees be interviewed. The Senators can bring forward any nominees they feel would be appropriate.

Representative Wheeler thought that was a good suggestion and suggested that only the 3 candidates be interviewed. If a member would like to bring forward one of the applicants who was not interviewed, that would be acceptable and felt that not all of the applicants should be interviewed.

Chairman McCann informed the Executive Committee that one of the 11 applicants did not submit a resume.

Representative Keans was not in favor of 11 applicants being interviewed and not in favor of 39 people conducting interviews. Representative Keans suggested that there be a subcommittee to determine who the PDA representative will be.

Representative McGrath suggested that the Policy and Procedure Subcommittee and the 4 Senators do the interviewing. He is in favor of making accommodations for the Senators to be involved in the selection process.

Representative Chagnon suggested that the Senators review all of the resumes and choose three applicants they agree on and then meet with the Executive Committee to get a consensus.

Chairman McCann suggested that the Senators review the resumes that are available and decide if they wish to add any names to the interview list and then some group should conduct interviews. Suggested that a second Subcommittee be formed including all 4 Senators and representatives of the Delegation to interview these people again.

Representative Chagnon expressed concern about the legal aspects of the process. chairman McCann explained that the concerns that were raised in the medica were cured from the legal perspective.

Representative R. Torr disagreed with Chairman McCann. Representative R. Torr feels very strongly about participating in the interview process of the applicants. He feels he has as much right as the Senator of his district to interview potential candidates for the PDA position.

Chairman McCann informed Representative R. Torr that there will be a Subcommittee formed to conduct interviews of all applicants. Feels strongly that the Subcommittee process is still the best process for this Delegation to operate under.

Senator Shaheen agreed with the Committee process and suggested a process where there is a Subcommittee to interview, but open it to everyone one the Delegation. If anyone has questions they can submit them to the Subcommittee in advance so these questions can be presented so everyone becomes a part of the interview process.

Representative Rogers felt that the people who have already put their names forward are very distinguished people and she thinks that it is very unfair to ask these people to be subject to the scrutiny of 38 or 39 people.

Representative Wall reiterated what she said. She feels that this process should move forward and suggested that today they make a clear decision as to what this committee will consist of, announce today when the next meeting will be, having anyone that has not seen copies of the resumes be provided with them, and everyone pay special attention to the criteria for which applicants are being judged.

Senator Shaheen added that the committee should probably think about involving the press concerning the process so that the public will be aware of the whole process.

Representative McGrath had a question for the Chair. He wanted to know if it was correct to say that there is nothing to preclude a member of this Delegation from contacting any person who is a known nominee, speaking to them and asking them questions. The answer is yes.

Representative Callaghan wanted to know if a motion would be in order at this time. Chairman McCann advised him that it would not.

Representative Chagnon had a question for the Subcommittee. When these people were interviewed, were they notified what their ranking was. Chairman McCann advised that they were not notified as to their ranking. Representative Chagnon then questioned if they were notified as to being in the top 3, he was under the impression that they were notified. Chairman McCann agreed. He requested that a letter be sent to these people notifying them of the Delegation's position and that they are no longer considered the top 3 and that possible this position may be re-opened.

Chairman McCann advised Representative Chagnon that these people will be notified once a decision has been made.

Senator Shaheen suggested that the Senators review the resumes and see if they could collectively come up with any additions that they want to make and then submit those names to the Subcommittee and the Delegation so that these people can be brought in and interviewed.

Representative Keans thought it was important for Chairman McCann to enlighten everyone as to why certain people did not make the final list. She feels that there are some very capable people who did not make the final list and it is important for everyone to know why.

Chairman McCann agreed. He stated that with reference to the two judges, the feeling of the Policy and Procedures Committee was that since elected officials were excluded, it was probably just as well to exclude appointed officials. In the case of Kathleen Soldati, she is the spouse of an elected official and the Committee felt that it could be a potential problem. The other elected official, Joe Parks, had just recently left the Delegation and it was the Committee's feeling that even though he is not an elected official now, he has been for the past several years. John McLean was the only applicant who did not submit a resume. There really was not relevant background on

Mr. Chase. Vincent Nossiff has an interest in specific developmental aspects of Pease, and, therefore, the Committee felt that he would not be focused on the entire development of the base and would not be open to other ideas.

Representative Pageotte stated that the Committee eliminated the perception of these candidates and felt that the Committee did the right thing.

Representative Wheeler wanted to add to what Representative Wall and Senator Shaheen said earlier. She feels that it would be best to have the same Subcommittee of the Representatives and the 4 Senators to constitute a new review committee and to re-interview as it has been suggested and for people like Representative R. Torr to submit their questions. If they want their questions to be a matter of public record, they can submit them in writing and the members of the committee will ask these questions. The answers will be made public.

Senator Shaheen wanted to clarify that these interviews would be open to anybody who wanted to attend. Representative Wheeler added that anyone can attend but no ask any questions.

Chairman McCann's questions to the House members was if anyone wanted to consider cutting the Policy and Procedure Committee back a little to try to be less intimidating. No one was in favor of that suggestion. Chairman McCann stated that by the end of the day today, copies of all resumes will be sent to all Senators, the Senators will meet and try to review all resumes within the next two weeks and interviews conducted. Chairman McCann expressed an interest in making a recommendation to the full Delegation at that time.

Senator Shaheen stated that the Senators will be able to finish reviewing the resumes by that time. Her concern was the Senators involvement after that as far as time and availability.

Representative Wheeler suggested Monday, May 24, 1993 in the afternoon to conduct interviews.

Representative Pageotte asked to be excused and stated he felt comfortable with what was being discussed so far.

Chairman McCann suggested that the Committee's target date to meet be on Friday, May 28, 1993 in the morning. If that date is confirmed, the other members of the Delegation will be notified so that they can be present and submit questions.

Representative Chagnon asked what the next step would be after the Senators meet. Chairman McCann stated that if they are able to do interviews on the 28th, then there will be a full Delegation meeting.

Representative Knowles suggested that if some of the Committee members were present at the interviews the first time, maybe other members could take the place of those who have participated previously. The present Policy and Procedures Committee will continue.



Representative Wheeler asked if there would be another in the middle of this procedure. After the interviews with the Policy and Procedures Committee and the four Senators, will the new group which includes the Senators meet to reach a consensus on the names that go forward to the Executive Committee or will they operate separately so that the policy and Procedures Committee is the only group that recommends to the Executive Committee.

Chairman McCann stated that the Executive Committee has to be involved in making these kinds of decisions. Whether or not the Senators and the Policy and Procedure Subcommittee want to make a recommendation to the Executive Committee is really optional. The House members are the ones who are obligated to make a recommendation to the Executive Board. The Executive Committee will then make a report to the full Delegation.

Representative Wheeler made a motion that the process continue by having the Policy and Procedures Committee, with the inclusion of the four Senators representing Strafford County, interview the candidates that they choose fit to interview and that everyone be apprised of this so that it will be an open meeting, and that their recommendation be brought to the Executive Committee for consideration by the full Delegation.

Representative Kincaid wondered if the Senators recommended a certain number of candidates and the Policy and Procedures Committee submits their recommendation, will all be recommended to the full Delegation.

Chairman McCann stated that hopefully the seven House members and the Senators will be able to narrow the number of candidates to three or less if they can.

Representative Wheeler stated that the sense of her motion is that the Policy and Procedures Subcommittee and the Senators will operate together as a search committee and that they will reach consensus together so the Executive Committee will not receive some nominations from the Senate and some from the House. Chairman McCann and Senator Shaheen stated that was their understanding.

Representative McGrath stated for the record that every member will be able to submit written questions, and they do have the opportunity to contact every nominee on their own time.

Representative Callaghan seconded Representative Wheeler's motion. No further discussion. The motion was passed unanimously.

Motion to adjourn by Representative Wall, seconded by Representative McGrath and approved unanimously.

Respectfully submitted,  
Gregory McGrath, Clerk  
Strafford County Delegation



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## **STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MINUTES OF MEETING OF JUNE 25, 1993**

The meeting of the Strafford County Delegation's Executive Committee to hear the report of the Joint Policies and Procedures/Senate Subcommittee regarding Strafford County's Nominee to the Pease Development Authority (PDA) was called to order by Chairman McCann in the Commissioners' Conference Room of the Justice & Administration Building at 8:30 a.m.

The Clerk noted that the Notice of the Meeting had been duly posted in two public places and an article regarding the rescheduling of the meeting had appeared in Fosters Daily Democrat. He then called the roll, which showed the following members present:

**PRESENT:** Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Rogers, Sullivan, Vincent, Wall and Wheeler (13 of 15).

**EXCUSED:** F. Torr (1).

**ABSENT:** Pageotte (1).

Also present were Executive Assistant Raymond Bower, Register of Deeds Leo Lessard, Senators Jeanne Shaheen, George Lovejoy, Jr., and Kenneth McDonald, several Delegation members, and Executive Secretary Jean Miccolo, as well as members of the media.

Chairman McCann stated that the first order of business was a presentation by Executive Assistant Bower regarding the phone system in the Registry of Deeds Office. Executive Assistant Bower reported that Register of Deeds Lessard had received six (6) quotes for phone systems; the lowest quote was from Union Telephone in the amount of \$2,263.24. He noted that to transfer the eighty year old phone system from the County Attorney's office would cost only \$600 less than the purchase of a new system. He also stated that Union Telephone services most of the other phone systems in the County.

Representative Callaghan motioned to approve the purchase of this phone system for the Registry of Deeds in the amount of \$2,263.24 from Union Telephone. The motion was seconded by Representative Chagnon and passed unanimously on a voice vote.

The next order of business was to receive the report from the Joint Policies and Procedures/State Senators Committee regarding the Strafford County Nominee to the Pease Development Authority (PDA). The Committee interviewed eight persons on June 11, 1993. Of these eight, four candidates are being recommended to the Executive Committee for its consideration for recommendation to the Joint Convention of the Strafford County Delegation and Senators. The four candidates being recommended are George Reif, Peggy McLaughlin, George Meyer, and William Shaheen. Chairman McCann suggested that a motion be made to accept the report of the Committee and submit these candidates to the Joint Convention for its review.

In response to a query from Representative Chagnon, Chairman McCann stated that Rules of Joint Convention were distributed for the Executive Committee and, if approved, will be used for the Joint Convention meeting. Parliamentary procedures will be according to Roberts Rules, as is the case for all County Delegation meetings. He will be requesting nominations from the floor, as well as the nominations presented by the Joint Policies and Procedures/Senators Committee. Nominating speeches will be limited to two (2) minutes each. After nominations have closed, roll call votes on the candidates will be taken. The majority of votes will be required for the final nominee chosen. Chairman McCann stated that he would like to have the Delegation present the nominee to the Governor as a unanimous vote.

Chairman McCann reported that he met with Senate Counsel Gregory Smith regarding the procedure for the appointment of the Strafford County nominee. The Joint Convention of Strafford County Delegation and State Senators' nominee will be presented to the Governor, the President of the Senate, and the Speaker of the House for approval to the appointment on the Pease Development Authority Board. Should this panel refuse the County's choice, the process will begin again. The question for Counsel Smith was twofold: 1. What recourse does the Joint Convention have if the Panel declines its recommendation more than twice? and 2. Does the Governor have the authority to chose a Strafford County Nominee if the Joint Convention's nominee does not meet with his approval? Also discussed was the possibility of seeking court action if the County's nominee is not appointed after two or three attempts. Chairman McCann recommended that the Executive Committee seek a legal opinion from the County Attorney. He noted that the Governor has requested an opinion from the Attorney General's office. Representative Callaghan motioned to authorize the Chairman to request a legal opinion on the nomination and appointment process for the Strafford County Pease Development Authority candidate from the County Attorney. The motion was seconded by Representative Kincaid and was accepted unanimously by voice vote. There was further discussion on the process of the nomination and submission to the Governor for approval.

Representative McGrath motioned to accept the Policies and Procedures/Senators report and recommendations for the PDA nominee and present it to the Joint Convention. The motion was seconded by Representative Rogers and was approved unanimously by voice vote.

Chairman McCann then distributed the rules for the Joint Convention, based on the 1987 Joint Rules of the General Court and using Roberts Rules of Order, which will be used for parliamentary procedure for the meeting. These rules were reviewed by the Policies and Procedures and Senators Committee and were accepted. Representative Lundborn motioned that these rules be used for the Joint Convention, seconded by Representative Hambrick and passed unanimously on a voice vote.

The next matter was a discussion regarding voting by proxy. The two issues were as follows: 1. If a member is present at the beginning of the meeting and has to leave, can they leave a proxy vote; 2. Could proxy votes be given by members who were unable to attend. There was much discussion on this matter. The U.S. Senate allows voting by proxy if a member was present at the meeting and as long as the vote does not change the final outcome of the motion. Representative Lundborn motioned that proxy voting not be allowed. Seconded by Representative Vincent. There was some

discussion regarding this issue. Representative Wheeler motioned to amend the original motion that those present when the roll call is taken be allowed to vote by proxy. Chairman McCann stated that this would be out of order and Representative Wheeler withdrew her amendment. The motion was re-stated and passed on a voice vote. This motion will be made as a recommendation to the Joint Convention.

Representative Callaghan motioned for adjournment; the motion was seconded by Representative Kincaid and was approved unanimously. With no further business, the meeting was adjourned at 9:23 a.m.

Respectfully submitted,  
Gregory McGrath, Clerk  
Strafford County Delegation

JOINT CONVENTION OF  
STRAFFORD COUNTY DELEGATION AND  
STATE SENATORS  
MINUTES OF MEETING OF JUNE 25, 1993

The meeting of the Joint Convention of the Strafford County Delegation and State Senators to hear the recommendations of the Strafford County Executive Committee for Strafford County's Nominee to the Pease Development Authority (PDA) was called to order by Chairman McCann in Superior Courtroom II of the Strafford County Justice and Administration Building at 9:30 a.m.

The Clerk noted that the Notice of the Meeting had been duly posted in two public places and an article regarding the rescheduling of the meeting had appeared in Fosters Daily Democrat. He then called the roll, which showed the following members present:

PRESENT: G. Brown, Callaghan, Chagnon, Douglass, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Hilliard, Keans, Kincaid, Knowles, Loder, Lovejoy, Lundborn, McCann, McDonald, McGrath, Merrill, Merritt, Nehring, O'Brien, A. Pelletier, Rogers, Shaheen, Snyder, Spear, Sullivan, R. Torr, Vincent, Wall Wasson, and Wheeler (34 of 42).

EXCUSED: Brown, Fraser, McKinley, A. Torr, and F. Torr (5).

ABSENT: Musler, Pageotte, M. Pelletier (3).

Also present was Executive Secretary Jean Miccolo, as well as members of the media.

Chairman McCann distributed the Rules for the Joint Convention, based on the 1987 Joint Rules of the General Court and using Roberts Rules of Order, which will be used for parliamentary procedure for the meeting. These rules were reviewed and approved unanimously by the Executive Committee. Representative Callaghan motioned to adopt the Rules of Joint Convention as presented. The motion was seconded by Representative Wall and was accepted unanimously by voice vote.



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The Chairman then declared that the purpose of the meeting was to select a nominee for Strafford County to the Pease Development Authority to be presented to the Governor, the President of the Senate and the Speaker of the House for appointment and reported on the discussion held during the Executive Committee meeting regarding this.

Representative Lundborn motioned that proxy voting not be allowed. Seconded by Representative Rogers. This was passed in the Executive Committee. There was some discussion on this matter. The motion passed on a voice vote.

The next order of business was to receive the recommendation of the Executive Committee based on the report from the Joint Policies and Procedures/State Senators Committee regarding the Strafford County Nominee to the Pease Development Authority (PDA). The Committee interviewed eight persons on June 11, 1993. Of these eight, four candidates were recommended to the Executive Committee. The Executive Committee voted unanimously to submit these candidates to the Joint Convention. The four candidates being recommended are George Reif, Peggy McLaughlin, George Meyer, and William Shaheen.

Chairman McCann then asked for any nominations from the floor, noting that nominating speeches will be limited to two (2) minutes each. After nominations have closed, roll call votes on the candidates will be taken. The majority of votes will be required for the final nominee chosen. Chairman McCann stated that he would like to have the Delegation present the nominee to the Governor as a unanimous vote.

Representative Hemon nominated Vincent Nossiff; Senator Lovejoy nominated Robert Sylvester; Representative Knowles nominated George Meyer; Senator McDonald nominated William Shaheen; Representative Wheeler nominated Peggy McLaughlin; and Representative Wall nominated George Reif. Each Representative/Senator gave a brief speech regarding their candidate. With no further nominations, nominations were closed. The Clerk called the roll again to determine the number of persons present and ensure a majority vote.

A roll call vote was taken for each candidate. The results were as follows:

Vincent Nossiff:	1
Robert Sylvester:	0
Peggy McLaughlin:	14
George Reif:	1
George Meyer:	17
William Shaheen:	0

The roll call sheet is attached and made a part of these minutes. Representative Chagnon motioned to make this vote unanimous. Seconded by Representative R. Torr and accepted on a voice vote. George Meyer's name will be submitted to the Governor, the President of the Senator, and the Speaker of the House for consideration to the appointment to the Pease Development Authority.



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Representative Callaghan motioned for adjournment; the motion was seconded by Representative Kincaid and was approved unanimously. With no further business, the meeting was adjourned at 10:10 a.m.

Respectfully submitted,  
Gregory McGrath, Clerk  
Strafford County Delegation

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## **STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MINUTES OF MEETING OF AUGUST 13, 1993**

The meeting of the Strafford County Delegation's Executive Committee to review the 1993 Second Quarter Budget report was called to order at 9:00 a.m. by Chairman William McCann.

The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

**PRESENT:** Frank Callaghan, Ronald Chagnon, Patricia Hambrick, William Kincaid, William Knowles, Raymond Lundborn, William McCann, Jr., Greg McGrath, Donald Pageotte, Rose Marie Rogers, Henry Sullivan, Franklin Torr, Francis Vincent, Janet Wall, and Katherine Wheeler (15 of 15).

**ABSENT:** None.

Also present were Commissioner Paul Dumont, County Treasurer Charles Crocco, and Executive Assistant Raymond Bower, Secretary Jean Miccolo, Earle Goodwin, and Jack Minch, Fosters Daily Democrat.

Chairman McCann asked Executive Assistant Bower to review the Second Quarter Budget for the Executive Committee. Executive Assistant Bower stated that for the most part, the budget is in line at this time with expenditures and revenues. He asked if anyone had any questions he could answer.

Representative Wheeler asked for an explanation of Account No. 9350.04, PreNatal and Family Planning Clinic. She noted that this account is 93% expended at this time. Executive Assistant Bower responded that the non-county agencies bill the County on a monthly basis and submit statistics which substantiate the units of service provided clients each month. He spoke with the Executive Director of the Clinic and is confident that although the funding from the County will soon be expended, the Agency has taken this into consideration in their accounting process.

Representative Wheeler asked whether the County had contracted with the Homemakers in 1993 for Account 9350.13, Homemakers "Day Out" Program in the amount of \$14,000. Executive Assistant Bower responded that the County met the contractual obligation for this program in 1992; however, in 1993, all Homemaker funding was withheld due to the investigation by the County Attorney's Office.

Representative Torr inquired about Account No. 4140.45, Sheriff, Bailiffs Expense, which was overexpended. Executive Assistant Bower explained that this account is reimbursed by the State; however, the reason the expense is so high is due to the extra security required for the McCue Trial.

Representative Knowles asked what type of chairs the Sheriff's office had purchased under Account 4140.97, New Equipment. Under the explanation it states that two office chairs were purchased in the amount of \$540. He thought this amount was

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excessive. Executive Assistant Bower stated that he was unsure as to exactly what type of chairs were purchased; however, the County follows workers compensation guidelines when purchasing office chairs, which must meet certain specifications in order to keep workers compensation claims lower. He also stated that the County tries very hard to keep up with the recommendations of the workers compensation specifications for employee safety and health in order to keep claims down. To date, the County has a 1% loss ratio (pro-rated over seven months). Each year the County receives a large refund from Workers Compensation, as well as a reduced rate, or modification factor, on rates set by the State. Representative Knowles asked when the refund check is received by the County. Executive Assistant Bower responded that we usually get it in November.

With no further questions, the Executive Committee accepted the 1993 Second Quarter Budget Report as presented.

The next items for discussion was the Executive Committee's request for an opinion from the County Attorney regarding Strafford County's Nomination to the Pease Development Authority and a report from the County Attorney regarding the Homemakers of Strafford County.

Representative Chagnon motioned that the Executive Committee go into Non-Public Executive Session to discuss these legal issues. The motion was seconded by Representative Wall and was accepted unanimously on a roll call vote as follows:

YEAS:                   Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, Jr., McGrath, Pageotte, Rogers, Sullivan, Torr, Vincent, Wall, and Wheeler (15 of 15).

NAYS:                 None.

The Executive Committee then went into Executive Session. The Chairman requested that the members of the public leave the meeting until it re-convened. The meeting resumed at 9:30 a.m.

Chairman McCann asked Executive Assistant Bower to update the Executive Committee on the status of the nursing home proposal for Strafford County.

Executive Assistant Bower referred to the letter which the Commissioners had sent to the entire Delegation regarding the County's support of a teaching nursing home project in Durham by the McKerley Foundation and the University of New Hampshire. The McKerley Foundation is a private, non-profit agency. In an agreement with the County not to submit its own proposal for a nursing home, the McKerley Foundation has agreed to: Accept all residents regardless of their financial status; Designate one seat on the Board of Directors (an eleven member panel) for a Commissioner; Designate at least one individual to serve on the Research Advisory Council of the Foundation; and, In conjunction with the University of New Hampshire, conduct a study to design an elder care system for the County that will bring together all elder care providers to ensure that the level of care needed is met quickly and efficiently, assure that the resident receives the type of care necessary, and allow people to stay home as long as possible. A report will be provided to the



Commissioners within eighteen (18) months. This will be provided at no cost to the County. The County's Riverside Rest Home will also benefit from the teaching nursing home from an educational standpoint. Dr. Bird from the State Department of Health and Human Services has expressed an interest in this project. Executive Assistant Bower stated that although the Certificate of Need application will state 60% Medicaid residents, Mr. McKerley has indicated that they will take more. He stated that there will be no cost to the County, except for Medicaid payments, which would be the case for any nursing home built in the County.

Representative Wheeler asked if the Supreme Court's decision to place an injunction on any action of the Certificate of Need Board will affect this proposal. Executive Assistant Bower responded that this injunction stops the process and will cause a delay in the CON being awarded in order for the Court to review the case and decide whether or not to pursue it. He reviewed the status of the Courville Group's request for the CON. In 1988, Exeter and Frisbie Hospitals were awarded a CON to build a 100-bed facility in Strafford County. In 1990, this CON was transferred to the Courville Group. The CON allows five (5) years in which to build a facility. In January of 1993, the CON expired and the CON Board did not grant an extension of the CON to the Courville Group, as they requested. At this point, the Courville Group has appealed to the State Supreme Court, which has not made a decision, but imposed an injunction on any further action being taken to accept proposals for the CON. Executive Assistant Bower stated that when the Courville Group took over the CON, there was no problem with the amount of time left to complete the project. There is no provision in the law which states that when the CON is transferred, the five year process begins anew.

Representative Knowles asked about the number of Medicaid residents the McKerley Foundation would accept and noted that an educational facility may attract more private pay persons. Executive Assistant Bower stated that there are approximately 400 nursing home residents that Strafford County pays for; of these about 80 are private pay. He does not foresee the teaching nursing facility becoming a mecca for private pay persons because of the reputed excellent level of care provided due to the fact that people do not like to move far from their homes and families. He also noted that New Hampshire is rated very high for its long-term care facilities overall and so he sees no reason why private pay persons would want to be placed in this facility over another, which would provide the same level of care without the educational aspect. There was further discussion regarding the number of Medicaid residents nursing homes accept. Representative Wall reiterated that a specific number of Medicaid residents should be written into the agreement. Executive Assistant Bower stated that it must state the number of Medicaid residents that will be accepted in the Certificate of Need request, which the McKerley Foundation has agreed to a minimum of 60%.

Representative Torr asked what happens if the Courville Group retains the CON. Executive Assistant Bower explained that the Courville Group is not interested in negotiating with the County. The County has offered to work with the Courville Group in order to provide quality long-term care; however, they have not responded and are unwilling to commit a specific percentage of nursing home beds to Medicaid persons. In this case, the County will look into contracting with UNH to perform the elder health care system study and put it in place.



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The next item discussed was the Portsmouth Naval Shipyard. Chairman McCann stated that he would like to have the Delegation present its position to the Attorney General's Office regarding the location of the Shipyard at this time for future reference. He gave some historical information regarding the boundaries of the island where the Shipyard is located and stated that the Attorney General's office has been working on this matter for a long time. Chairman McCann distributed some information he had on the matter.

Chairman McCann noted that in case the Shipyard comes up on the base closure list and is closed in 1995, he would like to let the Attorney General know that Strafford County would like to have him proceed under the provisions of House Joint Resolution 1, to resolve the boundary issue before 1995. Its location will be important at that time for redevelopment purposes, therefore the boundary question should be resolved before then. He suggested that Delegation members write letters supporting our position to proceed quickly on this matter to the Attorney General so that any redevelopment plans could begin right away. Representative Wall suggested that a letter be written to the Attorney General by the Full Delegation, as well as individual letters. Representative Chagnon suggested perhaps the Executive Committee should send a letter. Motion by Representative Lundborn to send a letter to the Attorney General regarding the boundary of the Shipyard from the Executive Committee. Seconded by Representative Callaghan. Representative Knowles stated that he had recently spoken to the Attorney General and they are working on this matter; he felt the case is not strong enough currently, but the information is looking better all the time and the Attorney General's office hoped to reach a conclusion in the near future. Chairman McCann stated that it is more timely for the State to take action on this matter than the private sector, as the State's appeal goes directly to the Supreme Court. Representative McGrath suggested that all members of the Delegation be given the opportunity to sign a letter to the Attorney General. Chairman McCann stated that since this was not possible at this time, he recommends that members send their own letters. It was suggested that everyone sign a sheet before they leave the meeting; this was unanimously agreed to. There was further discussion regarding this matter, the motion was approved unanimously.

Executive Assistant Bower requested a letter of support from the Executive Committee to pursue a 20% grant from the State Department of Environmental Services for the sewer project on behalf of the County and the City of Dover. There is a public hearing on this matter at the end of August and he wished to take a letter of endorsement from the Executive Committee. This grant would mean an additional \$25,000, approximately, a year for the twenty years bonded debt on the project. Approximately \$2,000 to \$3,000 per year of this amount will be reimbursed to the City of Dover for its \$150,000 contribution to the line. The City has been notified of this. Motion by Representative Lundborn to write a letter of endorsement to the State for this grant; seconded by Representative Wall and approved unanimously.

Representative Torr discussed the nominee from Strafford County for the Pease Development Authority. He would like to have a follow-up letter sent, as well as a verbal conversation with the Governor to reiterate our position and choice of nominee. Chairman McCann stated that a follow-up letter will be sent to urge approval of Strafford County's nominee. There was some discussion on this matter.

Representative Torr also asked if residents in need of homemaker services were receiving those services since the County has not funded the Homemakers this year. Executive Assistant Bower responded that there has been no cut in services according to the proposal submitted to the Division of Adult and Elderly. Representative Wheeler asked if the Homemakers of Strafford County were receiving Title XX funds. Executive Assistant Bower replied that they are receiving these funds until December 31, 1993, when proposals for these services will be accepted for the next eighteen (18) months. Executive Assistant Bower stated that the County will be seeking Requests for Proposals to provide homemaker services; if there is anyone in need of service not receiving it, the County will ensure that they are taken care of. Since the Homemakers of Strafford County are receiving Title XX funding to provide homemaker services, whomever the County contracts with will provide additional service to those not receiving it through the Homemakers. The Commissioners will be advertising a Request for Proposals as quickly as possible. There was further discussion on this issue.

Representative Chagnon moved that the meeting be adjourned. Seconded by Representative Callaghan and accepted unanimously. With no further business, the meeting was adjourned at 10:15 a.m.

Respectfully submitted,  
Gregory McGrath, Clerk  
Strafford County Delegation

STRAFFORD COUNTY DELEGATION  
EXECUTIVE COMMITTEE  
MINUTES OF MEETING OF NOVEMBER 12, 1993

The meeting of the Strafford County Delegation's Executive Committee to review the 1993 Third Quarter Budget report and approve borrowing up to \$5,000,000 in tax anticipation notes for the first half of 1994, was called to order at 9:00 a.m. by Chairman William McCann.

The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Frank Callaghan, Ronald Chagnon, Patricia Hambrick, William Kincaid, William Knowles, Raymond Lundborn, William McCann, Jr., Greg McGrath, Donald Pageotte, Henry Sullivan, Franklin Torr, Francis Vincent, and Katherine Wheeler (13 of 15).

ABSENT: Rose Marie Rogers, and Wall (2).

Also present were Commissioner George Maglaras, County Treasurer Charles Crocco, and Executive Assistant Raymond Bower, Secretary Jean Miccolo, Earle Goodwin, and Allan Keays, Fosters Daily Democrat.

Chairman McCann asked Executive Assistant Bower for a report on the status of the Federal Bureau of Prison's contract with the Jail. Executive Assistant Bower reported that due to a slowdown in the number of inmates being sent by the Feds, five (5) Jail employees had to be laid off. Part of the agreement signed by these employees when they were hired stated that if there should be a significant change in the Federal contract, there was a possibility of layoff. Four (4) of these positions were Correctional Officers and one was clerical. They were the last five (5) employees hired at the Jail. He went on to state that in July, the number of Federal inmates was cut back due to lack of adequate funds. This usually happens each summer until October, when the Government passes its budget. However, this year, the Federal Bureau of Prisons has not increased the number of inmates being sent to Strafford County since October. Therefore, the budget's revenue projections for Jail Income will not be met. This will be partially offset by a reduction in salaries. Based on this, it was the recommendation of the Executive Assistant to lay off five (5) positions, which the Commissioners approved. It was noted that Riverside Rest Home's income is estimated at this time to come in above the projections by approximately \$175,000, which will also help to offset this.

At this time, the County is projected to earn \$478,411 from the Federal contract, which is approximately \$125,000 below estimations.

Representative Torr discussed the possibility of the Counties trying to get more State inmates; Strafford County has the facilities, all we would need would be the manpower. Representative Torr stated that he will be trying to meet with the Governor to discuss this and the Counties will be using the New Hampshire Association of Counties as a forum. There is an inter-County and State agreement to trade certain inmates, such as females, which Strafford County charges a room and



board rate of \$45/day. If the State contracted with Strafford County, it would save them money. We could accommodate the minimum and medium security inmates to help alleviate over-crowding at the State Prison. Strafford County could accommodate up to twenty (20) inmates at the current time. Hillsborough County has also expressed an interest in housing State inmates.

Executive Assistant Bower noted that he has spoken with Representatives Knowles and Hambrick regarding this matter and thanked them for their efforts on behalf of the County. Representative Knowles noted that this is part of the ten (10) year plan study the State is conducting.

The Jail Superintendent contacted several other Counties to check on positions available for the Correctional Officers, and there is the possibility that most will be hired by either Rockingham or Hillsborough Counties.

The Executive Committee then reviewed the Third Quarter Budget. Representative Torr asked if the employee in Dispatch who was out on Workers Compensation was back to work. Executive Assistant Bower replied that she was.

Representative McGrath asked why several of the Overtime lines were overexpended. Executive Assistant Bower replied that although the Overtime lines are overexpended, these amounts will be made up elsewhere. He noted that in the Nursing budget, although Overtime is overexpended, when the .03, Nursing Supervisors, .05, Nursing Personnel, .06 Certified Nurses Aides, and .29, Purchased Services, and the .07 Overtime lines are added together, they total less than seventy-five percent (75%) expended. Chairman McCann suggested that perhaps next year the Overtime lines could be budgeted more accordingly. Executive Assistant Bower replied that this would cause a lower amount than we have employees to be budgeted in the salary lines; but it can be done. Representative McGrath asked about Overtime in the other budgets that was overexpended. Executive Assistant Bower explained that Overtime is used only in emergencies, when employees are sick, on vacation, to cover leaves of absences, etc.

Representative Knowles asked about Line Item 5160.29, Outside Services. He noted that \$43,000 was expended during the third quarter and only \$47,407 was expended during the first two quarters. Executive Assistant Bower explained that this was because a second quarter payment for laundry which is sent out was made during the third quarter, so it did not appear in the Second Quarter Budget. He also noted that \$30,000 was cut from the 1992 to the 1993 budget in this line due to some changes in the system and the competitive bidding process. In 1992 5160.29 totalled \$134,274; in 1993 it decreased to \$116,000. This line will run a bit high this year as Riverside's resident census has remained high; this is reflected with an increase in revenue.

Representative Knowles noted that line 5180.24, Mental Health Services, looked low. Executive Assistant Bower explained that this was because this bill was not paid until October; payments are made in arrears.

Representative Torr asked about the re-roofing of the Alms House which was budgeted under Capital Expenses. Executive Assistant Bower answered by stating the this item was put out to bid in July and the bid was awarded by the Commissioners



to a business in Dover at that time. The owner was contacted on several occasions and dates to begin the work were set and reset. The Director of Maintenance at Riverside Rest Home tried on several occasions to contact the business to determine a starting date and his phone calls have gone unreturned. The Commissioners sent a letter to the owner, return receipt requested, stating that if the work is not begun by November 15, 1993, the bid were be null and void. If there is no response to this request, the Commissioners will vacate the bid at their next meeting and re-bid the project in the early spring. There was some inquiry about a penalty clause in the contract. Executive Assistant Bower stated that this has never happened before, but the use of such a clause in the future will be investigated.

Representative Torr asked about the projects under Capital Expenditures for bringing the County into compliance with the Americans with Disabilities Act. Much of this work is complete. The County is in compliance with this law; in fact, the State Office of Administrative Services stated that Strafford County is far ahead of most other counties with buildings built at this time (1972) and that Strafford County has put more effort into complying with the ADA than anyone. He also stated that we have saved a considerable amount of money by consolidating projects and doing the work ourselves. We would like to install a handicapped-accessible water bubbler by the end of this year or the beginning of next year. There are a few small items that need to be done in the courtrooms.

Executive Assistant Bower also noted that Nursing's .35, Oxygen line is overexpended due to a larger number of residents being on oxygen than anticipated. He stated that next year there will be a decrease in this line because Medicare will pay for oxygen for certain categories of residents, as per a change in the Medicare law. He also stated that Nursing line 5140.36, Office Supplies, will not be overspent by the end of the year.

With no further questions, Representative Callaghan motioned to accept the Third Quarter Budget Report as presented. The motion was seconded by Representative Kincaid and accepted unanimously on a voice vote.

Chairman McCann called upon County Treasurer Crocco. Treasurer Crocco read the attached letter to the Delegation regarding borrowing in anticipation of taxes. The letter requests authorization to borrow an amount of up to \$5,000,000 in anticipation of taxes for the first half of 1994. The repayment date would be December 28, 1994 and the monies would be used to meet anticipated expenditures for the first half of 1994, from January through June. Monies would be borrowed in January. The amount of \$5,000,000 is an estimate at this time; the actual amount to be borrowed will not exceed \$5,000,000; however, it may be less, depending on the County's surplus. Executive Assistant Bower also noted that the Commissioners are working towards a no-tax increase budget for 1994.

Representative Torr motioned that the Executive Committee authorize the County to borrow up to \$5,000,000 in Tax Anticipation Notes for the year 1994, for the period January 1 through June 30, 1994, with a repayment date of December 28, 1994. The motion was seconded by Representative Chagnon and was accepted on a roll call vote as follows, 13 to 0:

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YEAS: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Sullivan, Torr, Vincent, and Wheeler (13 of 15).

NAYS: None.

Chairman McCann called upon Representative Wheeler to speak. Representative Wheeler reported that the former Non-County Agency Subcommittee met and has changed its name to better reflect the agencies it monitors. The name of the Subcommittee is now Contracted Social Service Agencies Subcommittee. She also updated the Executive Committee on the situation with the contract for homemaker services. No one in need is going unserved; the Coalition of Strafford County Agencies (the four Visiting Nurse Associations in Strafford County) has been contracted to serve those clients not currently being served for the remainder of 1993. They are doing a great job and the County anticipates contracting with them in 1994 to fulfill these services.

Representative Torr stated that the County should hold the line on taxes in 1994; Chairman McCann agreed, as was the consensus of the Committee. Executive Assistant Bower noted that although there may be an increase in expenditures, this will be offset by an increase in revenues.

Chairman McCann noted that under the Pease/Port Merger legislation which will be before the Legislature in January, there is a change in how the Strafford County Pease Development Authority (PDA) representative is appointed. In this proposal, the County Delegation would nominate a representative, the Senate would also nominate a representative and then the Governor would have the final decision. There was some discussion on this matter. The consensus was that the system which was utilized this year worked very well; the County Delegation met in joint session with the Senators and chose a representative, who was then presented to the Governor and Council for approval and nomination. Representative Torr suggested that a proposal be made that the Representatives nominate a representative for approval by the Governor and Council, without the Senators input as they do not represent just Strafford County. Representative Lundborn suggested that someone speak with the Senators and obtain their opinion on this matter before making any amendments. It was the consensus of the Committee that after speaking with the Senators, and if they are in agreement, that a floor amendment be made which would require the Representatives to nominate a representative to be presented to the Governor and Council for approval.

Representative Wheeler motioned to have a floor amendment drafted to address this issue; seconded by Representative Chagnon. The motion was clarified by verbal agreement that the Representatives will speak with the Senators before making the floor amendment. Representative Pageotte noted that he will not vote on this issue as he was unsure of the facts regarding it. The motion passed on a voice vote, with one abstention.

Representative Kincaid asked Executive Assistant Bower to comment on the President's Health Care plan. Executive Assistant Bower replied that he scanned the entire plan and read the section on long-term care. Other than encouraging people

to buy long-term care insurance and making the terms to qualify for Medicaid more liberal, there were no other changes. The plan would increase the residents' living allowance from \$40 per month to \$100 per month and increases allowable assets on hand from \$2,500 to \$10,000. These costs would be passed onto the taxpayer. The County would have to pay an additional \$19 to \$20 per month, per resident. There was further discussion on this matter.

Representative Wheeler noted that a meeting of the Policy and Procedures Subcommittee will be scheduled for Friday, December 17 to receive a report from PDA representative George Meyer. All Delegates are invited to attend; if there are any specific questions to be discussed, please direct them to Representative Wheeler some time before the meeting, in writing.

Representative Chagnon moved that the meeting be adjourned. Seconded by Representative Lundborn and accepted unanimously. With no further business, the meeting was adjourned at 10:00 a.m.

Respectfully submitted,  
Gregory McGrath, Clerk  
Strafford County Delegation

**DIRECTORY**

**ADMINISTRATION**

**Strafford County Justice & Administration Building**

**PO Box 799**

**Dover, New Hampshire 03820**

Commissioners Office	742-1458
Personnel & Finance Office	742-1458
Human Services Department	742-1469
Information & Referral	742-8078
Family/Child Intervention Program	742-8078
Registry of Deeds	742-1741
County Attorney	749-2808
Registry of Probate	742-2550
Superior Court	742-3065
UNH/Strafford County Cooperative Extension	749-4445
Regional Planning Commission	742-2523
Conservation District	749-3037
Community Action Program	749-1334

**Strafford County Sheriff's Office  
& Dispatch Center**

**PO Box 1218**

**Dover, New Hampshire 03820** 742-4960

**Strafford County House of Corrections/Jail**

**County Farm Crossroads**

**Dover, New Hampshire 03820** 742-3310

**Strafford County Riverside Rest Home**

**30 County Farm Crossroads**

**Dover, New Hampshire 03820** 742-1348



**CITIES AND TOWNS**

**Barrington Town Office**  
Star Route  
Barrington, NH 03825  
664-9007

**Dover City Hall**  
288 Central Avenue  
Dover, NH 03820  
742-3551

**Durham Town Office**  
13-15 Newmarket Road  
Durham, NH 03824  
868-5571

**Farmington Town Office**  
Farmington, NH 03835  
755-2208

**Lee Town Office**  
Seven Mast Road  
Lee, NH 03824  
659-5414

**Madbury Town Office**  
13 Town Hall Road  
Madbury, NH 03820  
742-5131

**Middleton Town Office**  
Union, NH 03887  
473-2261

**Milton Town Office**  
Main Street, Box 310  
Milton, NH 03851  
652-4501

**New Durham Town Office**  
Main Street  
New Durham, NH 03855  
859-2091

**Rochester City Hall**  
31 Wakefield Street  
Rochester, NH 03867  
332-1167

**Rollinsford Town Office**  
PO Box 427  
Rollinsford, NH 03869  
742-2510

**Somersworth City Hall**  
157 Main Street  
Somersworth, NH 03878  
692-4262

**Strafford Town Office**  
Ctr. Strafford, NH 03815  
664-2192





